



AGENDA
REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, JANUARY 11, 2022
7:00 P.M. IN THE COUNCIL CHAMBERS

1. CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

- A. Minutes of the Regular City Council Meeting on December 14, 2021
- B. Minutes of the Special City Council Meeting on December 29, 2021

*** RECOGNITION ***

Jo Emerson – Mayor
Doug Biehn – Councilmember Ward 2

*** OATH OF OFFICE ***

Dan Louismet – Mayor
Heidi Hughes - Councilmember Ward 2
Kevin Edberg – Councilmember Ward 4
Lindy Crawford – City Manager

3. ADOPT THE AGENDA *(No item of business shall be considered unless it appears on the agenda for the meeting. Council members may add items to the agenda prior to adoption of the agenda.)*

4. CONSENT AGENDA *(Those items listed under Consent Agenda are considered to be routine by the City Council and will be acted upon by one motion under this agenda item. There will be no separate discussion of these items, unless a Council Member so requests, in which event, the item will be removed from the consent agenda and considered under New Business.)*

- A. Acceptance of Boards and Commission Minutes: November Environmental Advisory Commission
- B. Resolution authorizing City Manager to invest and transfer funds for the City, designation of bank depository and depositing for investments
- C. Resolution authorizing the City Manager to pay claims made against the City
- D. Resolution establishing regular meeting nights of the City Council of the City of White Bear Lake
- E. Resolution naming the official newspaper to perform official publications
- F. Resolution authorizing travel reimbursement amounts
- G. Resolution appointing the Administrative Hearing Officer
- H. Resolution designating City Attorney, Counselor and Prosecutor
- I. Resolution fixing surety bonds for various City Officials and providing for approval of the same
- J. Resolution approving the purchase of the capital equipment items per the City's 2022 Budget and Capital Improvement Plan

5. VISITORS AND PRESENTATIONS

Nothing scheduled

6. PUBLIC HEARINGS

Nothing scheduled

7. UNFINISHED BUSINESS

A. Resolution approving a request by Green Halo Builds for Final Plat approval of Rooney 2nd Addition

8. NEW BUSINESS

A. Resolution electing the Chair of the White Bear Lake City Council

B. Resolution appointing City representatives to various organizations

9. HOUSING AND REDEVELOPMENT AUTHORITY

A. Call to Order / Roll Call

B. Approval of the Agenda

C. Approval of the December 14, 2021 HRA Meeting Minutes

D. Election of a Chair and Vice Chair of the HRA

E. Adjournment

10. DISCUSSION

11. COMMUNICATIONS FROM THE CITY MANAGER

A. Finance & License Bureau Reports

B. Zoning & Code Violation Reports

12. ADJOURNMENT



**MINUTES
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, DECEMBER 14, 2021
7:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ROLL CALL

Mayor Jo Emerson called the meeting to order at 7:00 p.m. The clerk took attendance for Councilmembers Doug Biehn, Kevin Edberg, Steven Engstran, Dan Jones and Bill Walsh. Staff in attendance were City Manager Ellen Hiniker, Assistant City Manager Rick Juba, Community Development Director Anne Kane, Housing and Economic Development Coordinator Tracy Shimek, Public Works Director / City Engineer Paul Kauppi, Assistant City Engineer Nate Christensen, Finance Director Kerri Kindsvater, City Clerk Kara Coustry and City Attorney Troy Gilchrist.

PLEDGE OF ALLEGIENCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on November 23, 2021

Councilmember Edberg suggested changes to wording and clarified the minutes pertaining to 9A.

It was moved by Councilmember **Edberg** seconded by Councilmember **Biehn**, to approve the Minutes of the November 23, 2021 City Council meeting as amended by Councilmember Edberg.

Councilmember Jones abstained. Motion carried.

3. APPROVAL OF THE AGENDA

City Manager Hiniker moved 5B from Public Hearings to 9C under New Business.

It was moved by Councilmember **Edberg** seconded by Councilmember **Jones**, to approve the Agenda as amended.

Motion carried unanimously.

4. VISITORS AND PRESENTATIONS

A. Proclamation for Mayor presented by Rep. Wazlawik

Minnesota State Representatives Peter Fischer and Ami Wazlawik read a proclamation in honor of Jo Emerson's service as Mayor since 2010.

Speaking on behalf of Sheriff Bob Fletcher, Mounds View Mayor Carol Mueller shifted attention first to departing Councilmember Doug Biehn by recognizing his 25 year contribution to law enforcement in addition to his ongoing service to the community. She noted his role as President of the Ramsey County League of Local Government (RCLLG), and on behalf of RCLLG and on behalf of the Ramsey County Dispatch Policy Committee for which he is also a member, she said, “God bless, thank you for your service and remember to keep in touch”.

Mayor Mueller thanked Mayor Emerson for her support in joining the Ramsey County Emergency Communication Center, which has improved emergency response times in the region. Mayor Mueller expressed appreciation for the wisdom, guidance, mentorship and support that Mayor Emerson has bestowed on so many women, both elected and appointed in city government.

Wyoming Mayor and 2021 President of the Minnesota Mayor’s Association, Lisa Iverson, congratulated Mayor Emerson on her great work in White Bear Lake. Mayor Iverson said she has been following Mayor Emerson for the past five years, who was the reason she sought her own appointment to President of the Mayor’s Association. Mayor Iverson thanked Mayor Emerson for her leadership and mentorship, which has been felt among many Mayors and City Councilmembers.

Desire Crane, Secretary of Minnesota Women in City Government thanked Mayor Emerson for all her years of service to Minnesota Women in City Government and for her mentorship.

B. Recognition of City Manager Ellen Hiniker

Mayor Emerson thanked Ellen Hiniker for all of her years of service to the City, with the last six years serving as City Manager, and presented her with a plaque in honor of 21 years of dedication to the City of White Bear Lake. Ellen relayed her appreciation and thanks to the Mayor, Council and staff.

Shelly Eldridge with Ehlers presented City Manager Hiniker with a commemorative bond certificate, relaying thanks and appreciation of their relationship over the years.

C. Welcoming and Inclusive Community Task Force

In February, City Manager Hiniker recalled Mayor Emerson’s appointment of a diverse group of 18 folks to serve on the City’s Welcoming and Inclusive Task Force (WIC). She described the purpose of the task force was to develop narratives for what it means to be a welcoming and inclusive community, assess residents’ sense of belonging, and define the City’s role in fostering a sense of community. Ms. Hiniker relayed efforts of the task force including conversations with community members and students, a community survey, and communications on race – a five part series.

Three members of WIC presented some takeaways from that work of the task force, the final report of which will be presented to the City Council at the February 8, 2021 meeting. The Task Force thanked the Mayor for this exciting opportunity, and Mayor Emerson expressed appreciation for the work of the Task Force.

Consultant Barbara Raye, stated it has been an honor to see the level commitment and sustainability of this task force group and the Mayor's vision of engaging the people of White Bear Lake with hopes of creating a more welcoming and inclusive community.

D. Wellhead Protection Plan

Public Works Director and City Engineer Kauppi explained that the Wellhead Protection Plan (WHPP) is required in Minnesota Rules and is done in two parts. He said the first part is a vulnerability assessment, in which WSP was hired to complete the modeling required for this portion of the project. He said, the second portion contains an assessment of those vulnerabilities and the different ways to manage the wells.

Jon Oswald with the Minnesota Department of Health gave a presentation on the WHPP, which uses a science based approach to preventing contaminants from entering the public water supply wells and the aquifer supplying water to the wells. While the original plan has been in place for several years, he said, Minnesota Rules require that the WHPP be updated every ten years to reflect changes in population, projected needs, conservation, well locations and ground conditions. Mr. Oswald pointed out areas in the City where there is little protection against contaminants, which will be addressed in Part II of this WHPP amendment.

Councilmember Edberg stated that four out of five wells are identified as being vulnerable and asked what the action would look like to address potential contamination. Mr. Oswald noted that those wells are listed as vulnerable because there is tridium in the water, which indicates the water source is younger, containing a tracer from the atomic age. He recommended continued sampling of well water to track changes in composition, and inspection of well structures/casing.

In response to Councilmember Walsh, Mr. Kauppi explained that the City has five wells and currently pump from four: 2 primary and 2 secondary to cover peak demand. He said the active wells are tested and used annually.

Mayor Emerson thanked Mr. Oswald for the information.

5. PUBLIC HEARINGS

A. Truth in Taxation Hearing

Ms. Hiniker gave the annual Truth in Taxation Hearing, noting that a Preliminary Tax Levy was set by Council in September as a culmination of work which began in January. The total proposed 2022 budget of nearly \$53 million is supported by many revenue streams – the General Fund amounting to 24% of the total budget, or \$12.9 million. Just over half of the General Fund is supported by the 2022 property tax levy.

Ms. Hiniker forwarded a proposed 2022 tax levy at \$8,080,000, which covers an increase of \$710,000 to repay debt service from approved 2021 projects, and supports the Construction Fund General Fund operations. Ms. Hiniker noted that White Bear Lake market values increased slightly, and the impact of the proposed levy on a median-valued single-family home of \$260,300 amounts to \$547.62 annually.

Ms. Hiniker explained that \$2 million of the \$2,780,000 in American Rescue Plan funds will go toward replacing revenue that was lost as a result of the pandemic. She highlighted other uses for these funds, but explained they cannot be used to supplant tax levy and must be spent within three years.

Mayor Emerson opened the public hearing at 8:13 p.m. There being no public comment, Mayor Emerson closed the public comment period.

a. Resolution adopting the Revised 2021 Budget and Proposed 2022 Budget

It was moved by Councilmember **Jones** seconded by Councilmember **Biehn**, to approve **Resolution No. 12898** adopting the Revised 2021 Budget and Proposed 2022 Budget.

Noting a rough surplus of \$600,000 at the conclusion of 2021, Councilmember Edberg mentioned a considerable 2022 change including a budgeted allocation of \$200,000 to finance the Engineering Department, however, more discussion will be required to address this topic.

Motion carried unanimously.

b. Resolution adopting the 2021 Tax Levy, collectible in 2022

It was moved by Councilmember **Biehn** seconded by Councilmember **Engstran**, to approve **Resolution No. 12899** adopting the 2021 Tax Levy, collectible in 2022.

Motion carried unanimously.

c. Resolution committing fund balances for specific purposes

It was moved by Councilmember **Edberg** seconded by Councilmember **Jones**, to approve **Resolution No. 12900** committing fund balances for specific purposes.

Motion carried unanimously.

d. Resolution authorizing City Contributions toward Employee and Volunteer Recognition Programs as presented in the 2021 and 2022 Budgets

It was moved by Councilmember **Edberg** seconded by Councilmember **Engstran**, to approve **Resolution No. 12901** authorizing City Contributions toward Employee and Volunteer Recognition Programs as presented in the 2021 and 2022 Budgets.

Motion carried unanimously.

e. Resolution authorizing and acknowledging City involvement in promoting business and cultural activities in White Bear Lake as presented in the 2021 and 2022 Budgets

It was moved by Councilmember **Biehn** seconded by Councilmember **Edberg**, to approve

Resolution No. 12902 authorizing and acknowledging City involvement in promoting business and cultural activities in White Bear Lake as presented in the 2021 and 2022 Budgets.

Motion carried unanimously.

B. General Obligation Capital Improvement Bonds

Finance Director Kindsvater reported that as discussed in previous City Council meetings this year, the City plans to issue bonds to finance the Public Safety Facility renovation project. Per Minnesota State Statutes, the City must issue capital improvement bonds to fund this type of project. Ms. Kindsvater stated the conditions of authority to issue these bonds require:

- Approval of by a 3/5th vote of the governing board
- That the project is part of a capital improvement plan
- Public notice is provided
- The issue have a public hearing, and is subject to a reverse referendum

She explained, that tonight the City Council is hosting a public hearing to receive comments on the project. Once the public hearing is done, the City Council will be asked to approve a resolution adopting the capital improvement plan and providing preliminary approval for the issuance of bonds to finance the project. She said, the resolution for preliminary approval of the bond issuance sets the maximum amount of the bond that the City may issue for the project at \$14,315,000, but does not constitute formal approval for the bonds.

Ms. Kindsvater explained, that the City Council will consider formal action on bond issuance after review of the 2022 bids for this project. At that time, the Council can choose to issue bonds at a lessor amount, but it cannot increase the amount being set this evening. Approval of the resolution begins the 30 day period, she said, in which a petition signed by at least 5% of the voters from the November 2021 election can be submitted to the City Clerk. If no petition is received the City may proceed with the bond financing plan. If a petition is received, the City Council will need to either hold an election on the project, seek an alternative financing method or abandon the project.

Mayor Emerson opened the public hearing at 8:22 p.m. There being no public comment, Mayor Emerson closed the public hearing.

Referencing an increase in the cost of the project and the cost of bond issuance, Councilmember Edberg inquired about the likelihood of needing to use an additional 7% contingency, which is being recommended. Finance Director Kindsvater stated there have not been additional increases to project costs, rather, this contingency is recommended because bond issuances cannot increase and construction market costs continue to be uncertain. She explained that the Council can reduce the amount of the issue if there are no additional cost increases.

In response to Councilmember Edberg, Shelly Eldridge with Ehlers explained that there has not been much movement in the bond market. She mention that the current bond documents have a half percent cushion to cover market fluctuations, which was Ehlers' best estimate at the time, not knowing how the feds will adjust interest rates. Councilmember Edberg asked what

the bond rate was when the estimates were ran. Ms. Kindsvater recalled an interest rate of 2.5%, and Ms. Eldridge added, that was for 25 years.

It was moved by Councilmember **Engstran** seconded by Councilmember **Biehn**, to approve **Resolution No. 12903** General Obligation Capital Improvement Bonds.

Motion carried unanimously.

6. UNFINISHED BUSINESS

- A. Resolution reaffirming denial of the 5th Avenue Vacation and vacating three portions of the same 5th Avenue Right-of-Way

City Attorney Troy Gilchrist recapped the issue that occurred in 1977 in which two petitions were presented to the City Council to vacate different portions of 5th Avenue. The Council agreed to vacate the northern portion and not the southern portion, but the wrong vacation was recorded at Ramsey County. He explained that upon realizing the mistake, the City Attorney at that time recorded an affidavit indicating the City Council did not vacate the southern portion, which was recorded in error. It is City Attorney Gilchrist's opinion that the City did not vacate the southern portion of 5th Avenue and, he said, County map errors do not convey title.

City Attorney Gilchrist forwarded for Council's consideration, a resolution reaffirming the original vacation denial of the southern portion of 5th Avenue. In following staff's recommendation as provided at the November 9, 2021 Council meeting, the resolution also included a proposed vacation of all but the street end portions of the 5th Avenue.

Councilmember Walsh believed the attorney memo stands on its own and did not think it necessary for the City Council to pass a resolution reaffirming something that never happened in the first place. He suggested sending the attorney's memorandum to the Planning Commission and also to Ramsey County. Regarding proposed vacation of the southern portion of 5th Avenue (all but the street ends), Councilmember Walsh believed this was the right approach such that sheds and other structures built by property owners over the years should not be affected.

Councilmember Edberg agreed with our attorney's opinion that the City did not vacate the southern portion of 5th Avenue, and was agreeable to passing a resolution clarifying that stance. He was less inclined to vacate the southern portion of 5th Avenue (all but the street ends) and believed there should be more discussion on the City's strategy related to further vacation decisions in this area.

Point of clarification, City Attorney Gilchrist said vacation of the southern portion did come before the 1977 City Council and they specifically acted not to vacate. When it comes to vacating any city easement, Mr. Gilchrist said, the Council should determine whether there is a public interest in retaining the right-of-way. He added, action to vacate requires a 4/5th vote of the Council.

Councilmember Jones agreed with both Councilmembers Walsh and Edberg. He did not want to take action on this because the attorney's memo is very clear that the land was not vacated. He would like a separate discussion on whether to vacate any of the southern portion of 5th Avenue.

Noting that staff initiated the vacation discussion Councilmember Edberg said, if staff feels that Council should further consider the merits of this proposed vacation, there are two Council meetings prior to the Planning Commission in which to debate the implications this action.

Councilmember **Walsh** stated that he would like to revisit the proposed vacation and made a motion to table this item, seconded by **Biehn**.

Motion carried unanimously.

7. ORDINANCES

- A. Second Reading – A request by Division 25, LLC for a text amendment to Sign Code Section 1202.040, Subd.2, to allow billboards. (Case No. 21-2-Z)

Community Development Director Kane stated this is the second reading of the proposed text amendment to allow billboards, including dynamic billboards in commercial, industrial and public zoning districts.

Ms. Kane shared that the Planning Commission reviewed existing billboard inventory in the City as well as neighboring communities and their sign ordinances. She noted two revisions since the first reading as follows:

- Clarified that the entire length of the support pole that is visible must be concealed by an approved architectural treatment, and
- Eliminated limitation on the maximum number of billboards in the City in the P – Public zoning district.

Mayor Emerson opened the public hearing at 8:56 p.m. There being no public comments, Mayor Emerson closed the public hearing.

- a. Consider adopting the Ordinance

It was moved by Councilmember **Edberg** seconded by Councilmember **Jones**, to adopt **Ordinance No. 21-12-2052** amending Section 1202 of the Sign Code related to Billboard Signs.

Motion carried unanimously.

- b. Adopt the Summary Resolution to facilitate publication

It was moved by Councilmember **Edberg** seconded by Councilmember **Biehn**, to adopt **Resolution No. 12904** establishing the title and summary approval of Ordinance 21-12-2052

Motion carried unanimously.

- B. Second reading an Ordinance setting the 2022 Fee Schedule

- a. Consider adopting the Ordinance

Having reviewed proposed fee schedule changes during the November 9th Council meeting, City Manager Hiniker forwarded staff's recommendation to adopt the 2022 fee schedule, noting some fees have been removed and some have been increased.

Mayor Emerson opened the public hearing at 8:58 p.m. There being no public comment, Mayor Emerson closed the public hearing.

It was moved by Councilmember **Jones** seconded by Councilmember **Engstran**, to adopt **Ordinance No. 21-12-2053** establishing the 2022 Fee Schedule.

Motion carried unanimously.

- b. Adopt the Summary Resolution to facilitate publication

It was moved by Councilmember **Edberg** seconded by Councilmember **Jones**, to adopt **Resolution No. 12905** establishing the title and summary approval of Ordinance 21-12-2053.

Motion carried unanimously.

8. LAND USE

- A. Consent

1. Consideration of a Planning Commission recommendation for approval of a request by Aaron Briggs for a Special Home Occupation Permit at 1919 4th Street (Case No. 21-3-SHOP). **Resolution No. 12906**
2. Consideration of a Planning Commission recommendation for approval of a request by Reid Larson for a setback variance at 18XX Clarence Street (Case No. 21-21-V). **Resolution No. 12907**

3. Consideration of a Planning Commission recommendation for approval of a request by Division 25, LLC for a Conditional Use Permit and variance for a billboard at 4650 Centerville Road (Case No. 21-5-CUP). **Resolution No. 12908**

It was moved by Councilmember **Walsh** seconded by Councilmember **Biehn**, to approve the Land Use Consent Agenda as presented.

Motion carried unanimously.

B. Non-Consent

Nothing scheduled

9. NEW BUSINESS

- A. Resolution authorizing City Manager to execute 2022 contract with Northeast Youth and Family Services

Ms. Hiniker stated there are two service agreements with Northeast Youth and Family Services under consideration. The first is contract is for mental health services in which the City's \$2.00 per capita allocation amounts to \$52,443. She explained the second contract is for participation in the cost for a shared mental health case worker, amounting to \$25,750.

It was moved by Councilmember **Walsh** seconded by Councilmember **Edberg**, to adopt **Resolution No. 12909** authorizing City Manager to execute 2022 contract with Northeast Youth and Family Services.

Councilmember Walsh noted the organization is seeking an executive director.

Motion carried unanimously.

- B. Resolution authorizing City Manager to execute a contract with CentralSquare Technologies for Record Management Services

City Manager Hiniker reported that the Police Department is seeking to change vendors for the Records Management System. She mentioned an initial outlay of funding needed for this change would take three years prior to being offset by associated lower monthly maintenance costs of the system.

It was moved by Councilmember **Jones** seconded by Councilmember **Walsh**, to adopt **Resolution No. 12910** authorizing City Manager to execute a contract with CentralSquare Technologies for Record Management Services.

Motion carried unanimously.

C. Resolution approving 2022 Position and Classification Plan

City Manager Hiniker forwarded a recommendation to increase the 2022 wage table by 3% at the beginning of the year and another 1% increase mid-year, similar to that which was approved for each of the bargaining units. She mentioned the new Salary Study begins tomorrow, which will revamp the Position and Classification Plan next year.

It was moved by Councilmember **Biehn** seconded by Councilmember **Engstran**, to adopt **Resolution No. 12911** approving 2022 Position and Classification Plan.

Motion carried unanimously.

Mayor Emerson recessed the City Council meeting at 9:02 p.m.

10. HOUSING AND REDEVELOPMENT ASSOCIATION

Refer to the HRA Minutes for an account of the following:

- A. Call to Order / Roll Call
- B. Approval of the January 12, 2021 HRA Meeting Minutes.
- C. Resolution not waiving the monetary limits on Municipal Tort Liability established by Minnesota Statutes 466.04 for Housing and Redevelopment Authority.
- D. Adjournment

Mayor Emerson reconvened the City Council meeting at 9:05 p.m.

11. CONSENT

- A. Acceptance of Minutes: October Environmental Advisory Commission; October Park Advisory Commission; October White Bear Lake Conservation District; November Planning Commission
- B. Resolution accepting work and authorizing final payment to T.A. Schifsky & Sons for the Completion of 2021 Pavement Rehabilitation Project, City Project Nos.: 21-01, 21-04, 21-06, 21-13. **Resolution No. 12912**
- C. Resolution not waiving the monetary limits on Municipal Tort Liability established by Minnesota Statutes 466.04. **Resolution No. 12913**
- D. Resolution authorizing a lease agreement with Ramsey Washington Suburban Cable Commission. **Resolution No. 12914**
- E. Resolution authorizing a lease agreement with Comcast. **Resolution No. 12915**

It was moved by Councilmember **Biehn** seconded by Councilmember **Walsh** to approve the consent agenda as presented.

12. DISCUSSION

Nothing scheduled

13. COMMUNICATIONS FROM THE CITY MANAGER

- The Mayor/Council photo will occur 15 minutes prior to the first meeting in January.
- Ellen Hiniker stated it has been an absolute and distinct pleasure to serve everyone.

14. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Walsh** seconded by Councilmember **Edberg** to adjourn the regular meeting at 9:12 p.m.

Motion carried unanimously.

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



**MINUTES
SPECIAL MEETING OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, DECEMBER 29, 2021
4:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ROLL CALL

Mayor Jo Emerson called the meeting to order at 4:00 p.m. The clerk took roll call attendance for Councilmembers Doug Biehn, Kevin Edberg, Dan Jones and Bill Walsh. Councilmember Engstran was excused. Staff in attendance were City Manager Lindy Crawford, Assistant City Manager Rick Juba and City Clerk Kara Coustry.

PLEDGE OF ALLEGIENCE

2. RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE STATE OF MINNESOTA AND LOCAL GOVERNMENTS AND AUTHORIZING PARTICIPATION IN NATIONAL OPIOID SETTLEMENTS

Assistant City Manager Rick reported that the MN Attorney General's Office was a participant in two nationwide settlement agreements against opioid distributors and manufacturers, for which the City qualifies to receive a portion of settlement funds.

Mr. Juba explained that the City has already registered to participate in the National Opioid Settlement, however, this process is not complete until its governing body passes a resolution authorizing participation in National Opioid Settlements. Additionally, an authorized representative of the City is required to sign a Memorandum of Agreement between the State of Minnesota and Local Governments, the Distributor Settlement Agreement, and a Settlement Agreement with Johnson & Johnson, by no later than January 2, 2022.

In response to Councilmember Edberg, Mr. Juba explained that it has not yet been determined how resulting funds would be distributed. Councilmember Edberg asked that Council review staff recommendations for use of the funds when that time comes.

It was moved by Councilmember **Walsh** seconded by Councilmember **Edberg**, to adopt **Resolution No. 129XX** approving the Memorandum of Agreement between the State of Minnesota and Local Governments and authorizing participation in National Opioid Settlements.

Motion carried unanimously.

3. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Biehn** seconded by Councilmember **Jones** to adjourn the regular meeting at 4:05 p.m.

Motion carried unanimously.

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

City of White Bear Lake Environmental Advisory Commission		
MINUTES		
Date: November 17, 2021	Time: 6:30pm	Location: WBL City Hall
COMMISSION MEMBERS PRESENT	Sheryl Bolstad, Rick Johnston, Gary Schroeher (Chair)	
COMMISSION MEMBERS ABSENT	Chris Greene, Bonnie Greenleaf, Robert Winkler	
STAFF PRESENT	Connie Taillon, Environmental Specialist	
VISITORS	Nick Voss, Vadnais Lake Area Water Management Organization	
NOTETAKER	Connie Taillon	

1. CALL TO ORDER

The meeting was called to order at 6:38pm.

2. APPROVAL OF AGENDA

The commission members reviewed the agenda and added Nick Voss to item 4. Visitors & Presentations. Taillon added County E and Bellaire to item 7a. Staff Updates. Commissioner Johnston moved, seconded by Commissioner Bolstad, to approve the agenda as presented. Motion carried, vote 3/0.

3. APPROVAL OF MINUTES

a) October 20, 2021 regular meeting

The commission members reviewed the October 20, 2021 draft minutes and had the following change: Commissioner Bolstad moved, seconded by Commissioner Johnston, to approve the minutes of the October 20, 2021 meeting as amended. Motion carried, vote 3/0.

4. VISITORS & PRESENTATIONS

Nick Voss, Education & Outreach Coordinator with the Vadnais Lake Area Water Management Organization, was in attendance to share education and outreach strategies planned for 2022 and to discuss possible partnerships. The first strategy is spotlighting local business, community groups, and residents to showcase behaviors that the City and VLAWMO would want to model. Possible partnership opportunities could include identifying residents or businesses to spotlight such as Adopt- a-Drain participants, conducting brief interviews, taking photos, and dispersing the spotlight articles via social media, newsletters, Nextdoor, and homeowner association newsletters. The commission members discussed possible businesses or residents to showcase in an upcoming spotlight, and Nick suggested Big Dog Woodworks in White Bear Lake. Nick will reach out to Big Dog Woodworks for a spring or summer Adopt- a-Drain business spotlight. Nick welcomed EAC members to scout out additional businesses, community groups, or residents within the VLAWMO and City boundary and forward their contact information to Nick.

The second strategy involves creating videos showing Spiderman, Drippy, or other characters cleaning a storm drain. Nick stated that he needs helpers to assist with filming. Chair Schroeher volunteered to help Nick coordinate two filming and photo sessions, one in June/July, and the other in October, 2022. The summer session will include Drippy and an "adopt me" sign, fall will include Spiderman and/or other

Halloween costume. Locations will be at strategic park or other landmark locations such as Lakeaires Elementary, East Goose shoreline, and other sites identified by the team.

Nick also asked the commission members for ideas on how to increase Adopt-a-Drain participation in the East Goose Lake subwatershed. Nick stated that Adopt-a-Drain door hangers are available for any volunteers or volunteer groups throughout 2022. Chair Schroeher suggested an 'adopt me' sign for available stormdrains.

Nick will attend the December EAC meeting to share new educational materials that the City can customize for use in meeting MS4 education and outreach requirements.

5. UNFINISHED BUSINESS

a) 2021 budget

Commission members discussed purchasing reusable shopping bags or native plant seeds with the remaining 2021 budget funds. The reusable bags are between \$1 and \$5 each and can be handed out at the Environmental Resources Expo. Commissioner Johnston stated that he may not want to add more bags to people's homes, and liked the idea of giving away native seeds at the Expo instead. Commission members decided to hold off on making a decision until the December meeting when the other commission members will be in attendance.

b) 2021 work plan

Chair Schroeher stated that he reached out to other surrounding communities and none are looking at a bag ordinance. Taillon mentioned that she has a meeting with Ramsey County on Friday and will ask about available grants to purchase recycling containers for the Downtown area. Chair Schroeher noted that Merrick, Inc. in Vadnais Heights has a plastic bag recycling program and wondered if the City could collect its plastic bags and have Merrick pick them up to recycle. Taillon stated that she would need to research how many plastic bags the City generates each month from received shipments and other sources to help in determining if this becomes a priority for the commission in 2022.

6. NEW BUSINESS

a) 2022 draft work plan

Commission members brainstormed ideas for 2022 priority initiatives such as increasing green space and tree plantings, becoming a certified Prairie City, partnering with Ramsey Washington Metro Watershed District to remove buckthorn at Lakewood Hills Park, and promote No Mow May in the spring. Taillon also suggested looking at the GreenStep Cities website for other project ideas. Chair Schroeher volunteered to create a list of possible 2022 initiatives and will email the list to the commission members. He asked each commission member to pick their top 5 priority items from the list. Chair Schroeher also mentioned that he will invite a Prairie City representative to the February meeting.

Commissioner Bolstad noted that there are no trees in some of the cutouts on Banning Avenue. Taillon stated that she will ask Public Works about this.

b) Officer elections

The commission members discussed waiting to hold officer elections in December when the full commission is in attendance. Taillon will add officer elections to the December agenda.

7. DISCUSSION

a) Staff updates

- Environmental updates memo to Council

Taillon summarized three projects that were highlighted in the November 3, 2021 Environmental Updates memo to Council: 1) As part of the 2021 raingarden and street renovation program, one raingarden was built within the Vadnais Lake Area Water Management Organization (VLAWMO) boundary. The homeowner received a 90% cost share grant from VLAWMO to help cover the cost of materials and construction; 2) The Rice Creek Watershed District and City were invited to speak about the raingarden and street renovation program partnership at the 36th annual Conference on the Environment on November 9th; and 3) the City received a grant from Rice Creek Watershed District to help cover the cost of two rain guardian turret structures as part of the 2021 Matoska Park parking lot rehabilitation project. The Turrets remove sediment and debris from parking lot runoff prior to discharge into White Bear Lake. A third Turret was installed at Lakewood Hills in anticipation of a raingarden project in 2022.

- Video of Climate Smart Municipalities presentation

Taillon noted that Sam Crosby and Tracy Shimek from the City's Community Development Department presented on the Climate Smart Municipalities trip to Germany at the City Council meeting on November 9, 2021. She will email a link to the Council meeting video if commission members are interested in watching the presentation. Taillon also mentioned that she will send a link to the upcoming VLAWMO Board aquatic vegetation management discussion.

- County E and Bellaire

Taillon provided a brief update on the testing completed at the intersection of County E and Bellaire. Additional testing identified soil vapor at one property but not enough to mitigate. Access restrictions prevented testing on another property. A more detailed report will follow at a future meeting.

b) Commission member updates

Chair Schroeher noted that a Vadnais Heights Park, Recreation, and Trails Commission member would like to attend the January meeting to learn about environmental initiatives in White Bear Lake. Chair Schroeher will send out an invite.

c) Do-outs

New do-out items for November 17, 2021 include:

- Chair Schroeher to create a spreadsheet of possible 2022 work plan goals
- Chair Schroeher to invite a Prairie City USA representative to February meeting
- Commission members to review GreenStep Cities list for 2022 work plan ideas

- Chair Schroeder to invite member of the Vadnais Heights Park, Recreation, and Trails Commission to January EAC meeting
- Staff to add Park, Recreation, and Trails Commission member to January 2022 agenda
- Staff to add Prairie City USA to February 2022 agenda
- Staff to email link to CSM presentation, aquatic vegetation management meeting, and East Goose Lake web hub
- Staff to request a grant application from Ramsey County for DT recycling containers
- Staff to check with Public Works about empty tree cutouts on Banning

d) December agenda

Include Nick Voss as a visitor again in December to discuss partnership opportunities to help meet the City's MS4 program education and outreach requirements; 2022 draft work plan discussion; officer elections; County E and Bellaire update.

8. ADJOURNMENT

Commissioner Johnston moved, seconded by Commissioner Bolstad to adjourn the meeting at 8:39 pm. Motion carried, vote 3/0.



City of White Bear Lake
Finance Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Kerri Kindsvater, Finance Director
Date: January 11, 2022
Subject: **Designation of bank depository, investment firms and authorization for fund transfers and deposits**

SUMMARY

The City Council will consider adopting a resolution designating the City's bank depository, authorizing key positions to deposit and transfer funds, and designating the authorized investment firms.

BACKGROUND INFORMATION

Section 5.11 of the City Charter requires the City Council to designate a bank depository for the City of White Bear Lake and sets forth the procedures for depositing receipts of money belonging to the City.

Currently, the positions of City Manager, Finance Director and Assistant Finance Director have authority to deposit, transfer, invest, and disburse City funds in accordance with law, established regulations, and policies. The City's Human Resources/Payroll Specialist has authority to transfer cash related to the biweekly payroll activities and wire the required daily deposit to the State of Minnesota for the License Bureau transaction activity.

The City Council has appointed North Star Bank as the City's depository bank for over twenty-seven (27) years. The City continues its longstanding banking relationship with North Star Bank because of good customer service, favorable terms and conditions for the banking activities and service at a minimal cost. The bank continues to upgrade services and products to offer high security and maintenance of the funds deposited in their institution.

North Star Bank processes all non-sufficient fund checks returned to them by other financial institutions a second time before returning the check to the City at no charge. This practice allows for any deposit timing delays in customer accounts and significantly reduces the number of non-sufficient fund checks reverted back to the City for non-payment.

The City seeks competitive bids for investments from six designated investment firms. The City awards the investment purchases to the vendor who provides the issue that fits into the investment maturity structure with the highest rate of return while protecting the City's principal amount.

The six designated investment vendors authorized to receive and secure investments for the City are as follows:

1. RBC Capital Markets, LLC (previously Dain Rauscher)
2. Wells Fargo
3. Piper Sandler Companies (previously Piper Jaffray)
4. UBS Financial Services
5. Oppenheimer & Co., Inc.
6. 4M Fund – PMA Financial

RECOMMENDATIONS

Staff recommends the City Council adopt the resolution designating North Star Bank as the City’s bank depository, authorizing the City Manager, Finance Director, Assistant Finance Director and Human Resources/Payroll Specialist positions to deposit and transfer funds, and designating the authorized investment firms.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION DESIGNATING BANK DEPOSITORY, AUTHORIZING CITY STAFF MEMBERS TO INVEST AND TRANSFER FUNDS, AND DESIGNATION OF BROKERS FOR HANDLING CITY INVESTMENTS FOR FISCAL YEAR 2022

WHEREAS, the City Council has determined it to be financially prudent to delegate fiscal management to appropriate City staff; and

WHEREAS, the City periodically designates depository of funds for daily transactions; and

WHEREAS, Minnesota Statutes Section 118A sets forth procedures for the investment of public funds and requires financial institutions utilized as investment brokers to be designated as depository of funds.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, that the following officers and personnel are designated as “Authorized Officials” with full powers and authority to effectuate the investment and transfers of monies of the City of White Bear Lake from time to time to complete appropriate investments and to ensure adequate funds are available to meet the City’s financial obligations:

City Manager
Finance Director
Assistant Finance Director

BE IT FURTHER RESOLVED that the following personnel be authorized to complete cash transfers related to biweekly patrol activities and wire required daily deposit to the State of Minnesota for the License Bureau transaction activity:

Human Resources Specialist (Payroll Specialist)

BE IT FURTHER RESOLVED by the City Council of the City of White Bear Lake that North Star Bank act as depository for the City of White Bear Lake.

BE IT FURTHER RESOLVED, that North Star Bank be designated as the City’s bank depository for deposits and expenditures and be required to furnish approved collateral securities in such amount as required by law so as to properly indemnify and secure the City against probably losses and which securities are to be deposited under escrow agreement.

BE IT FURTHER RESOLVED, that the following vendors be designated as depositories of City funds for investment purposes.

1. RBC Capital Markets, LLC
2. Wells Fargo
3. Piper Sandler Companies
4. UBS Financial Services
5. Oppenheimer & Co., Inc.
6. 4M Fund – PMA financial

RESOLUTION NO.

The foregoing resolution, offered by Councilmember ____ and supported by Councilmember ____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
Finance Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Kerri Kindsvater, Finance Director
Date: January 11, 2022
Subject: Payment of claims against the City - 2022

SUMMARY

The City Council will consider establishing a vendor payment approval procedure by staff members in order to expedite payment of claims in a timely manner.

BACKGROUND INFORMATION

Sections 5.08 and 5.10 of the White Bear Lake City Charter and Minnesota Statutes section 412.271, Subd. 8 set forth procedures for disbursement of municipal funds.

State Statutes 412.271, Subd. 8 allows the City Council to delegate authority to pay claims to administrative personnel. The authority requires that unless otherwise directed, a listing of all claims be presented to the City Council for informational purposes at its regularly scheduled meeting. Per direction from the City Council, it has been the City's practice that these claims lists be maintained and available in the Finance/Administrative departments for review by elected officials and the public.

The City's practice is to pay vendor claims on a weekly basis. This provides City vendors with reasonable assurance that they will be promptly compensated for goods and services provided to the City and in some cases results in early payment discounts. The practice requires approval of invoices by the Department Supervisor and Finance Director or City Manager before the vendor claim is paid.

Staff will continue to maintain claims lists in the Finance/Administrative departments for review by elected officials and the public until otherwise directed. A copy of a recent weekly claims list is attached as an example. A bi-weekly list would, on average, be more than twice this length.

RECOMMENDATIONS

Staff recommends Council adopt the resolution establishing a vendor payment approval procedure by staff members.

ATTACHMENTS

Resolution
Recent vendor claim list

RESOLUTION NO.

**RESOLUTION AUTHORIZING THE CITY MANAGER
TO PAY CLAIMS MADE AGAINST THE CITY
FOR FISCAL YEAR 2022**

WHEREAS, Sections 5.08 and 5.10 of the White Bear Lake City Charter and Minnesota Statutes section 412.271, Subd. 8 set forth procedures for disbursement of municipal funds; and

WHEREAS, the City Council intends to ensure proper safeguard of public funds while providing for reasonable efficiencies and cost containment.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, that the City Manager is hereby authorized to pay claims against the City pursuant to the City Charter and applicable state laws.

BE IT FURTHER RESOLVED, that any claims shall be paid only after approved by the following personnel:

1. Department Head (or designee) from purchasing department.
2. Finance Director and/or
3. City Manager

BE IT FURTHER RESOLVED, that the Finance Director, or the Finance Director's designee shall prepare a vendor listing of all disbursements made and maintain the listing in the Finance/Administration department for review by the Mayor, City Council, and public and upon the request of the City Council unless otherwise directed.

The foregoing resolution, offered by Councilmember ____ and supported by Councilmember ____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk

Council Check Register by GL
Council Check Register by Invoice & Summary

12/27/2021 -- 12/31/2021

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
142125	12/30/2021		100973 ABBOTT PAINT AND CARPET							
		366.16	APT TURN 212/210 PAINT		142754	624146	5302.6517		APARTMENT TURNOVER MAINTENANCE	PIONEER MANOR SENIOR HOUSING
		119.96	PAINT - CITY MGRS OFFICE		142834	624210	1050.6240		BUILDING SUPPLIES & PARTS	CITY HALL
		19.18	PAINTING PREP SUPPLIES CTY MGR		142841	624221	1050.6240		BUILDING SUPPLIES & PARTS	CITY HALL
		<u>505.30</u>								
142126	12/30/2021		126495 AMAZON CAPITAL SERVICES							
		169.27	PENS/FINGERPRINT PAD		142784	16WQ-KHM4-96DK	1110.6210		OFFICE SUPPLIES	POLICE
		84.77	REPLACEMENT HOSE REEL		142775	16XG-HLNN-YWV	1300.6220		EQUIPMENT SUPPLIES & PARTS	PUBLIC WORKS FACILITY / SHOP
		119.99	LB -FLEXISPT FOR FRONT COUNTER		142756	17LY-LWXP-3GLN	4102.6295		SMALL TOOLS	EQ. ACQ. CITY HALL
		49.98	KEYBOARDS AND MOUSE CRAWFORD		142721	1FDV-CDTQ-6KVP	4102.6295		SMALL TOOLS	EQ. ACQ. CITY HALL
		73.44	DVDS-MAKE COPIE'S-VARIOUS AV		142785	1HHP-RTJH-HQDD	1110.6210		OFFICE SUPPLIES	POLICE
		493.98	2 MONITORS CITY MANAGER		142722	1KK7-FJY3-D41K	4102.6295		SMALL TOOLS	EQ. ACQ. CITY HALL
		493.98	2 MONITORS ENG DEPT		142722	1KK7-FJY3-D41K	4102.6295		SMALL TOOLS	EQ. ACQ. CITY HALL
		8.99	PENS		142816	G4V-3D6J-C4CJ	1300.6210		OFFICE SUPPLIES	PUBLIC WORKS FACILITY / SHOP
		19.38	FUNNEL KING DRUM FUNNEL W/SCRE		142816	G4V-3D6J-C4CJ	1320.6295		SMALL TOOLS	GARAGE
		<u>1,513.78</u>								
142127	12/30/2021		100337 ANCOM TECHNICAL CENTER							
		220.00	E925 M912 MOBILE RADIO REPAIR		142799	105385	5252.6505		EQUIPMENT REPAIR SERVICE	AMBULANCE
		<u>220.00</u>								
142128	12/30/2021		123140 APPLIED CONCEPTS, INC.							
		295.00	SQUAD BUILD UP OF RADAR/ANTENN		142809	394786	4108.7150		MOBILE EQUIPMENT	EQ. ACQ. POLICE
		<u>295.00</u>								
142129	12/30/2021		100365 ASPEN MILLS							
		23.85	UNIFORM - CERMAK		142748	285554	5252.6290		UNIFORMS & CLOTHING	AMBULANCE
		<u>23.85</u>								
142130	12/30/2021		127943 BAKER, HANNAH							
		200.00	WATER EFFICIENCY REBATE		142762	REBATE12172021	5012.6487		SPECIAL PROGRAMS	WATER DISTRIBUTION
		<u>200.00</u>								
142131	12/30/2021		104543 BOUND TREE MEDICAL LLC							
		3.57	SYRINGE BULBS		142752	84327788	5252.6250		OTHER SUPPLIES & PARTS	AMBULANCE
		6.15	IV FLUSH SALINE		142747	84329626	5252.6250		OTHER SUPPLIES & PARTS	AMBULANCE
		<u>9.72</u>								
142132	12/30/2021		117611 CAPRA'S UTILITIES INC							
		2,100.00	WTRMN BRK 3855 EFFERESS-11/24		142734	6399	5012.6535		OTHER REPAIR	WATER DISTRIBUTION

Council Check Register by GL
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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
142132	12/30/2021		117611 CAPRA'S UTILITIES INC						Continued...	
		2,100.00								
142133	12/30/2021		123574 CARDMEMBER SERVICE							
		100.00-	EMSL - DEPOSIT RETURNED		142744	STMT120321	1080.6401		PROFESSIONAL SERVICES	BUILDING CODES & ENFORCEMENT
		59.76-	OCTOBER OVERPAYMENT-JDE ERROR		142744	STMT120321	1050.6250		OTHER SUPPLIES & PARTS	CITY HALL
		40.00	BIEHN RCLLG EVENT		142744	STMT120321	1010.6470		TRAINING & SUBSISTANCE	MAYOR & COUNCIL
		51.07	AMAZON-NOTEBOOKS/PENS		142744	STMT120321	1070.6210		OFFICE SUPPLIES	PLANNING
		93.09	CHIEFS CONF MEALS - 5		142744	STMT120321	1110.6470		TRAINING & SUBSISTANCE	POLICE
		106.48	CONWAY SHIELDS - SHIELDS		142744	STMT120321	1210.6290		UNIFORMS & CLOTHING	FIRE
		120.00	CONSTR SITE MGMT RECERT		142744	STMT120321	1310.6470		TRAINING & SUBSISTANCE	ENGINEERING
		129.00	NORTHERN GREEN - LOOSE		142744	STMT120321	1510.6470		TRAINING & SUBSISTANCE	PARKS
		129.00	NORTHERN GREEN-WIETECKI		142744	STMT120321	1510.6470		TRAINING & SUBSISTANCE	PARKS
		129.00	NORTHERN GREEN-HANSEN		142744	STMT120321	1510.6470		TRAINING & SUBSISTANCE	PARKS
		129.00	NORTHERN GREEN-BIRCHNER		142744	STMT120321	1510.6470		TRAINING & SUBSISTANCE	PARKS
		129.00	NORTHERN GREEN-HANNIG		142744	STMT120321	1510.6470		TRAINING & SUBSISTANCE	PARKS
		148.98	EMSL - CANISTER RENTAL		142744	STMT120321	1080.6401		PROFESSIONAL SERVICES	BUILDING CODES & ENFORCEMENT
		250.00	TOOLBOX PLUS ANNUAL SUBSCRIPTI		142744	STMT120321	1320.6560		CONTRACTUAL SERVICES	GARAGE
		295.00	MASTER GARDENER-SADIE		142744	STMT120321	1510.6470		TRAINING & SUBSISTANCE	PARKS
		360.00	SHATTERBALL		142744	STMT120321	1110.6221		RANGE SUPPLIES	POLICE
		564.00	EMSL-VOC ANALYSIS		142744	STMT120321	1080.6401		PROFESSIONAL SERVICES	BUILDING CODES & ENFORCEMENT
		638.58	COURTYARD - TUMA		142744	STMT120321	1110.6470		TRAINING & SUBSISTANCE	POLICE
		638.58	COURTYARD - VETTE		142744	STMT120321	1110.6470		TRAINING & SUBSISTANCE	POLICE
		652.11	COURTYARD - AUREN		142744	STMT120321	1110.6470		TRAINING & SUBSISTANCE	POLICE
		652.11	COURTYARD - SWANSON		142744	STMT120321	1110.6470		TRAINING & SUBSISTANCE	POLICE
		652.11	COURTYARD - HAGER		142744	STMT120321	1110.6470		TRAINING & SUBSISTANCE	POLICE
		750.00	ANNUAL CITY ENG MTG-PAUL/NATE		142744	STMT120321	1310.6470		TRAINING & SUBSISTANCE	ENGINEERING
		198.03	GEMPLERS-SOIL COMPACT TESTER		142744	STMT120321	2042.6295		SMALL TOOLS	SURFACE WATER POLLUTION EXP
		12.99	CANVA-SUBSCRIPT WIC/HTF		142744	STMT120321	4242.6460		SUBSCRIPTIONS & DUES	ECONOMIC DEVELOPMENT GENERAL
		85.00	KWIK TRIP-#52-19 FUEL		142744	STMT120321	5013.6272		FUELS	WATER TREATMENT
		125.00	KWIK TRIP-#52-19 FUEL		142744	STMT120321	5013.6272		FUELS	WATER TREATMENT
		20.00	HOLEMAN-MN DEPT LABOR CCLD		142744	STMT120321	5205.6460		SUBSCRIPTIONS & DUES	SPORTS CENTER GENERAL
		80.00	ENTRYEEZE-2022 FROSTY BLADES		142744	STMT120321	5220.6401		PROFESSIONAL SERVICES	SPORTS CENTER SKATE LESSONS
		50.00	MY FAX CHARGES		142744	STMT120321	5252.6401		PROFESSIONAL SERVICES	AMBULANCE
		7,068.37								
142134	12/30/2021		126619 CENTRAL PENSION FUND SOURCE A							
		3,200.00	DEC 2021 CONTRIBUTIONS		142825	DEC2021	6200.2113		CENTRAL PENSION FUND PAYABLE	EMPLOYMENT EXP. BALANCE SHEET
		3,200.00								
142135	12/30/2021		126205 CHEMTEX							

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
142135	12/30/2021		126205 CHEMTEX						Continued...	
		1,197.50	CHEMICAL H2O TREATMENT		142767	37779	5205.6505		EQUIPMENT REPAIR SERVICE	SPORTS CENTER GENERAL
		<u>1,197.50</u>								
142136	12/30/2021		120222 CLASSIC AUTO RESTORATION & SALES, INC.							
		59.83	FUEL CHARGES 12/1-12/14		142849	4811	1420.6272		FUELS	SNOW REMOVAL
		80.20	FUEL CHARGES 12/1-12/14		142849	4811	1510.6272		FUELS	PARKS
		152.10	FUEL CHARGES 12/1-12/14		142849	4811	1410.6272		FUELS	STREETS
		222.60	FUEL CHARGES 12/1-12/14		142849	4811	1300.6272		FUELS	PUBLIC WORKS FACILITY / SHOP
		16.80	FUEL DISCOUNT 12/1- 12.14		142849	4811	5012.6272		FUELS	WATER DISTRIBUTION
		407.80	FUEL CHARGES 12/1-12/14		142849	4811	5012.6272		FUELS	WATER DISTRIBUTION
		337.50	FUEL CHARGES 12/1-12/14		142849	4811	5052.6272		FUELS	SEWER
		<u>1,243.23</u>								
142137	12/30/2021		114299 COMCAST							
		19.95	STATIC IP - DEC		142731	877210541011327	5205.6401		PROFESSIONAL SERVICES	SPORTS CENTER GENERAL
						4-12/21				
		104.06	INTERNET/VOICE/STATIC IP-12/12		142761	877210541038153	5205.6411		TELEPHONE	SPORTS CENTER GENERAL
						3-12/12/21				
		<u>124.01</u>								
142138	12/30/2021		125034 CORE & MAIN, LP							
		2,361.04	CURB STOP SUPPLIES.		142821	P984577	5012.6250		OTHER SUPPLIES & PARTS	WATER DISTRIBUTION
		<u>2,361.04</u>								
142139	12/30/2021		121961 CUES, INC.							
		980.34	TELEVISIONING CAMERA REPAIR		142819	601367	5052.6505		EQUIPMENT REPAIR SERVICE	SEWER
		<u>980.34</u>								
142140	12/30/2021		100900 DOOR SERVICE COMPANY OF THE TC, INC							
		39,000.00	3 WTP DOORS ENTRY, EXIT, BOOST		142736	1002-14562	5013.7120		BUILDING	WATER TREATMENT
		<u>39,000.00</u>								
142141	12/30/2021		101400 ENVIRONMENTAL EQUIPMENT & SVC INC							
		121.72	SWEEPER REPAIR PARTS #27-15		142757	21918	1410.6220		EQUIPMENT SUPPLIES & PARTS	STREETS
		407.57	#27-15-FILTER/DEFLECTOR SHIELD		142802	21921	1410.6220		EQUIPMENT SUPPLIES & PARTS	STREETS
		<u>529.29</u>								
142142	12/30/2021		104924 ETHANOL PRODUCTS LLC							
		1,062.63	LIQUID CO2		142724	CO2302606	5013.6260		CHEMICALS	WATER TREATMENT
		1,590.45	LIQUID CO2		142725	CO2303502	5013.6260		CHEMICALS	WATER TREATMENT

Council Check Register by GL
Council Check Register by Invoice & Summary

12/27/2021 -- 12/31/2021

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
142142	12/30/2021		104924 ETHANOL PRODUCTS LLC						Continued...	
		508.97	LIQUID CO2		142746	CO2303868	5013.6260		CHEMICALS	WATER TREATMENT
		<u>3,162.05</u>								
142143	12/30/2021		111838 EVEREST EMERGENCY VEHICLES INC							
		26.16	TIRE REPAIR		142673	P05875	5252.6510		VEHICLE REPAIR SERVICE	AMBULANCE
		<u>26.16</u>								
142144	12/30/2021		100699 FACTORY MOTOR PARTS CO							
		125.08	STOCK AIR FILTERS		142814	1-7288760	1320.6220		EQUIPMENT SUPPLIES & PARTS	GARAGE
		761.46	CATALYTIC CONVERT#61-11 STOLEN		142832	1-7292069	6055.6560		CONTRACTUAL SERVICES	INSURANCE PARKS
		29.86	SQUAD #184-PURGE VALVE		142790	19-876737	1110.6230		VEHICLE SUPPLIES & PARTS	POLICE
		<u>916.40</u>								
142145	12/30/2021		101040 FERRELLGAS							
		158.35	PROPANE FOR OLY		142670	1117599875	5205.6272		FUELS	SPORTS CENTER GENERAL
		79.18	PROPANE FOR OLY		142733	1117680712	5205.6272		FUELS	SPORTS CENTER GENERAL
		<u>237.53</u>								
142146	12/30/2021		120909 FIRE SAFETY USA, INC.							
		2,585.00	FIRE HOSE		142803	154542	1210.6220		EQUIPMENT SUPPLIES & PARTS	FIRE
		<u>2,585.00</u>								
142147	12/30/2021		122259 FLATER, AMY							
		352.46	COMPETITION SUPPLIES		142732	REQUEST120921	5220.6250		OTHER SUPPLIES & PARTS	SPORTS CENTER SKATE LESSONS
		<u>352.46</u>								
142148	12/30/2021		121298 FLEETPRIDE							
		86.48	STOCK HOSE ENDS		142807	87495647	1320.6220		EQUIPMENT SUPPLIES & PARTS	GARAGE
		53.50	STOCK FILTERS FOR SERVICE		142808	87559922	1320.6220		EQUIPMENT SUPPLIES & PARTS	GARAGE
		84.76	#27-15-FUEL FILTER		142806	87643694	1410.6220		EQUIPMENT SUPPLIES & PARTS	STREETS
		<u>224.74</u>								
142149	12/30/2021		127909 GADBOIS, AYAKO							
		99.00	SKATE SCHOOL REFUND		142671	REQUEST09222021	5201.4890		SKATE SCHOOL	SPORTS CENTER FUND REVENUES
		<u>99.00</u>								
142150	12/30/2021		101055 GENUINE PARTS COMPANY-MINNEAPOLIS							
		52.00	HYDRAULIC FILTER		142719	3427.278169	1320.6220		EQUIPMENT SUPPLIES & PARTS	GARAGE
		15.51	OIL FILTER		142703	3427-274576	1320.6220		EQUIPMENT SUPPLIES & PARTS	GARAGE
		39.59	E925-OIL FILTER		142704	3427-274809	1210.6220		EQUIPMENT SUPPLIES & PARTS	FIRE

Council Check Register by GL
Council Check Register by Invoice & Summary

12/27/2021 -- 12/31/2021

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
142150	12/30/2021		101055 GENUINE PARTS COMPANY-MINNEAPOLIS						Continued...	
		378.73	M912-CATALYTIC CONVERTER		142705	3427-275079	5252.6230		VEHICLE SUPPLIES & PARTS	AMBULANCE
		18.99	M921-BLISTER PACK CAPSULES		142706	3427-275213	5252.6230		VEHICLE SUPPLIES & PARTS	AMBULANCE
		15.56	M912-EXHAUST CONNECTOR		142707	3427-275218	5252.6230		VEHICLE SUPPLIES & PARTS	AMBULANCE
		32.10-	#36-06 CORE CREDIT		142743	3427-275338	1510.6230		VEHICLE SUPPLIES & PARTS	PARKS
		55.08	WINDSHIELD WASH		142742	3427-275652	1110.6230		VEHICLE SUPPLIES & PARTS	POLICE
		6.99	#185 - TURN SIGNAL		142741	3427-275994	1110.6230		VEHICLE SUPPLIES & PARTS	POLICE
		9.95	#88-08-HALOGEN SEALED BEAMS		142708	3427-276256	1410.6230		VEHICLE SUPPLIES & PARTS	STREETS
		37.74	#42-13-GEAR OIL		142709	3427-276418	1510.6220		EQUIPMENT SUPPLIES & PARTS	PARKS
		67.98	#42-13-MOBIL 1 TDT 5W40		142712	3427-276465	1510.6220		EQUIPMENT SUPPLIES & PARTS	PARKS
		25.16	#42-13 - GEAR OIL		142711	3427-276499	1510.6220		EQUIPMENT SUPPLIES & PARTS	PARKS
		67.98	#42-13 - MOBIL 1 TDT 5W40		142710	3427-276544	1510.6220		EQUIPMENT SUPPLIES & PARTS	PARKS
		356.79	#92-00-BRAKE ROTOR/PADS/SEAL		142713	3427-276549	1310.6230		VEHICLE SUPPLIES & PARTS	ENGINEERING
		136.21	#92-00-SWITCH/SPARK PLUG/FILTR		142714	3427-276638	1310.6230		VEHICLE SUPPLIES & PARTS	ENGINEERING
		11.29	#92-00-THERMOSTAT		142715	3427-276772	1310.6230		VEHICLE SUPPLIES & PARTS	ENGINEERING
		2.69	#92-00-THERMOSTAT HOUSING SEAL		142716	3427-276778	1310.6230		VEHICLE SUPPLIES & PARTS	ENGINEERING
		128.99	#36-06-FRONT IMPACT SENSOR		142717	3427-277190	1510.6230		VEHICLE SUPPLIES & PARTS	PARKS
		10.42	#197-FILTER		142718	3427-278097	1110.6230		VEHICLE SUPPLIES & PARTS	POLICE
		<u>1,405.55</u>								
142151	12/30/2021		104870 GOPHER SIGN							
		1,535.72	WBL STREET SIGNS 100 CT		142786	110271	5352.6250		OTHER SUPPLIES & PARTS	LICENSE BUREAU
		<u>1,535.72</u>								
142152	12/30/2021		125675 GROUND FX LAWN & LANDSCAPE, INC.							
		450.00	CODE ENF-1905 HWY96/1878 CTY E		142848	19850	4402.6560		CONTRACTUAL SERVICES	INTERIM CONSTRUCTION GENERAL
		<u>450.00</u>								
142153	12/30/2021		127939 HAUGLID, BRIAN							
		200.00	WATER EFFICIENCY REBATE		142669	REBATE121521	5012.6487		SPECIAL PROGRAMS	WATER DISTRIBUTION
		<u>200.00</u>								
142154	12/30/2021		100643 HAWKINS INC							
		1,359.44	CHLORINE & HFLUOROSILICIC ACID		142831	6085308	5013.6260		CHEMICALS	WATER TREATMENT
		<u>1,359.44</u>								
142155	12/30/2021		101064 HISDAHL'S INC							
		285.09	COMPETITION TROPHIES		142672	17375	5220.6250		OTHER SUPPLIES & PARTS	SPORTS CENTER SKATE LESSONS
		<u>285.09</u>								
142156	12/30/2021		114318 HOLIDAY FLEET							

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142156	12/30/2021		114318 HOLIDAY FLEET						Continued...	
		7.76-	DISCOUNT - NOVEMBER FUEL		142738	STMT11/28/2021	1110.6272		FUELS	POLICE
		492.84	NOVEMBER FUEL CHARGES		142738	STMT11/28/2021	1110.6272		FUELS	POLICE
		<u>485.08</u>								
142157	12/30/2021		100457 HOME DEPOT CREDIT SERVICES							
		43.15	LATE FEES		142858	STMT122121	1050.6250		OTHER SUPPLIES & PARTS	CITY HALL
		49.97	DIGITAL CIRCUIT BREAKER FINDER		142858	STMT122121	1510.6295		SMALL TOOLS	PARKS
		17.93	XMAS TREES		142858	STMT122121	4245.6250		OTHER SUPPLIES & PARTS	ECON. DEV. FLOWER PROGRAM
		<u>111.05</u>								
142158	12/30/2021		115618 I - STATE TRUCK CENTER							
		39.63	REPLACEMENT MIRROR FOR #28-05		142768	C241356377:01	5013.6230		VEHICLE SUPPLIES & PARTS	WATER TREATMENT
		66.23	MUFFLER BRACKET #2-07		142805	C241357582:01	1410.6220		EQUIPMENT SUPPLIES & PARTS	STREETS
		66.23	MUFFLER BRACKET #2-07		142833	C241357582:02	1410.6220		EQUIPMENT SUPPLIES & PARTS	STREETS
		43.89	REPLACEMENT BELT FOR SWEEPER		142804	C241357935:01	1410.6220		EQUIPMENT SUPPLIES & PARTS	STREETS
		63.49	FLOOR MATS-WRONG-CREDIT COMING		142820	C242743639:01	5013.6230		VEHICLE SUPPLIES & PARTS	WATER TREATMENT
		<u>279.47</u>								
142159	12/30/2021		101066 ICE SPORTS INSTITUTE							
		75.00	ISI MEMBERSHIPS		142835	44803	5220.6460		SUBSCRIPTIONS & DUES	SPORTS CENTER SKATE LESSONS
		89.50	ISI BADGES		142836	47217	5220.6250		OTHER SUPPLIES & PARTS	SPORTS CENTER SKATE LESSONS
		<u>164.50</u>								
142160	12/30/2021		119279 INSTRUMENTAL RESEARCH INC							
		360.00	WATER TESTING - NOVEMBER		142727	3819	5013.6560		CONTRACTUAL SERVICES	WATER TREATMENT
		<u>360.00</u>								
142161	12/30/2021		120395 ISI DISTRICT 10							
		836.00	ISI DIST 10 COMP FEES		142766	ISI-12/9/2021	5220.6401		PROFESSIONAL SERVICES	SPORTS CENTER SKATE LESSONS
		<u>836.00</u>								
142162	12/30/2021		100024 IUOE LOCAL 49							
		700.00	DEC 2021 DUES		142827	DEC2021	6200.2116		PUBLIC WORKS UNION DUES	EMPLOYMENT EXP. BALANCE SHEET
		<u>700.00</u>								
142163	12/30/2021		127938 JESSUP, DWIGHT & KARIN							
		400.00	WATER EFFICIENCY REBATE		142668	REBATE12/10/21	5012.6487		SPECIAL PROGRAMS	WATER DISTRIBUTION
		<u>400.00</u>								
142164	12/30/2021		100377 KATH FUEL OIL SERVICE CO							

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142164	12/30/2021		100377 KATH FUEL OIL SERVICE CO						Continued...	
		35.20	DEF FLUID - DIESEL EQUIPMENT		142728	732356	1210.6274		LUBRICANTS & ADDITIVES	FIRE
		184.80	DEF FLUID - DIESEL EQUIPMENT		142728	732356	1300.6274		LUBRICANTS & ADDITIVES	PUBLIC WORKS FACILITY / SHOP
		<u>220.00</u>								
142165	12/30/2021		100397 KENNEDY & GRAVEN CHARTERED							
		285.00	DOCKS OF WBL VS. TALLYS NOV		142753	165293	1040.6401		PROFESSIONAL SERVICES	LEGAL COUNSELOR
		3,265.53	GENERAL MATTERS RETAINER NOV		142753	165293	1040.6401		PROFESSIONAL SERVICES	LEGAL COUNSELOR
		3,901.60	ECKTON CASE		142753	165293	1040.6401		PROFESSIONAL SERVICES	LEGAL COUNSELOR
		1,229.05	EMPLOYMENT MATTERS		142753	165293	6201.6401		PROFESSIONAL SERVICES	EMPLOYMENT EXPENSE
		<u>8,681.18</u>								
142166	12/30/2021		100092 LAW ENFORCEMENT LABOR SERVICES							
		254.00	DEC 2021 DUES		142828	DEC2021DUES	6200.2117		LAW ENFORCEMENT UNION DUES	EMPLOYMENT EXP. BALANCE SHEET
		<u>254.00</u>								
142167	12/30/2021		126339 LEADS ONLINE LLC							
		3,111.63	ONLINE INVESTIGATION SERVICES.		142839	324136	1110.6401		PROFESSIONAL SERVICES	POLICE
		<u>3,111.63</u>								
142168	12/30/2021		101089 LTG POWER EQUIP							
		321.60	#50-21-BLADES/HYDRO GEAR/OIL F		142793	264516	5013.6220		EQUIPMENT SUPPLIES & PARTS	WATER TREATMENT
		<u>321.60</u>								
142169	12/30/2021		127937 M.A.P.E.T.							
		35.00	MEMBERSHIP FOR PROPERTY ROOM E		142783	2022MEMBERSHIP	1110.6460		SUBSCRIPTIONS & DUES	POLICE
		<u>35.00</u>								
142170	12/30/2021		100393 M/A ASSOCIATES							
		241.16	VEHICLE SOAP		142749	106531	1210.6230		VEHICLE SUPPLIES & PARTS	FIRE
		<u>241.16</u>								
142171	12/30/2021		101103 MENARDS							
		264.62	EXTENSION CORDS/ADAPTER-XMAS L		142817	84881	4245.6250		OTHER SUPPLIES & PARTS	ECON. DEV. FLOWER PROGRAM
		15.98	IRRIGATION REPAIR PARTS		142818	85245	1050.6240		BUILDING SUPPLIES & PARTS	CITY HALL
		8.11	PAINT FOR LIFT STATION		142812	85476	5052.6240		BUILDING SUPPLIES & PARTS	SEWER
		22.63	IRRIGATION REPAIR PARTS		142811	85583	1050.6240		BUILDING SUPPLIES & PARTS	CITY HALL
		470.83	TOOLS FOR INVESTIGATIONS TO US		142776	INV85539	1110.6220		EQUIPMENT SUPPLIES & PARTS	POLICE
		<u>782.17</u>								
142172	12/30/2021		127945 MEYER, ERIC							

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142172	12/30/2021		127945 MEYER, ERIC						Continued...	
		159.00	WATER EFFICIENCY REBATE		142764	REBATE12/20	5012.6487		SPECIAL PROGRAMS	WATER DISTRIBUTION
		<u>159.00</u>								
142173	12/30/2021		122832 MID CITY SERVICES, INC.							
		30.40	MAT RENTAL - 12/1		142813	168762	5013.6555		RENTAL OF EQUIPMENT	WATER TREATMENT
		158.20	MAT RENTAL - 12/15		142795	170631	1050.6555		RENTAL OF EQUIPMENT	CITY HALL
		105.00	MAT RENTAL - 12/15		142840	170632	1110.6555		RENTAL OF EQUIPMENT	POLICE
		<u>293.60</u>								
142174	12/30/2021		121360 MINNESOTA PUBLIC EMPLOYEES ASSOCIATION							
		936.00	DEC 2021 DUES		142829	DEC2021DUES	6200.2117		LAW ENFORCEMENT UNION DUES	EMPLOYMENT EXP. BALANCE SHEET
		<u>936.00</u>								
142175	12/30/2021		115528 MN CHIEFS OF POLICE							
		114.00	BLANK PERMIT TO PURCHASE CARDS		142846	12298	1110.6450		OUTSIDE PRINTING	POLICE
		<u>114.00</u>								
142176	12/30/2021		125481 MN CLN SERVICES, INC.							
		893.10	JANITORIAL SERVICE - NOV		142773	1221X03	1300.6560		CONTRACTUAL SERVICES	PUBLIC WORKS FACILITY / SHOP
		1,402.91	CLEANING SERVICES - NOV		142772	1221X04	1110.6560		CONTRACTUAL SERVICES	POLICE
		1,402.92	CLEANING SERVICES - NOV		142772	1221X04	1210.6560		CONTRACTUAL SERVICES	FIRE
		1,683.50	CLEANING SERVICES - NOV		142772	1221X04	1050.6560		CONTRACTUAL SERVICES	CITY HALL
		55.00	BW JANITORIAL NOV 1 DAY		142810	1221X05	4248.6560		CONTRACTUAL SERVICES	ECON. DEV. MARINA TRIANGLE
		165.00	RESTROOM JANITORIAL NOV 3 DAYS		142810	1221X05	4248.6560		CONTRACTUAL SERVICES	ECON. DEV. MARINA TRIANGLE
		175.00	ARMORY CLEANING-NOV		142769	1221X12	2032.6560		CONTRACTUAL SERVICES	ARMORY OPERATIONS
		<u>5,777.43</u>								
142177	12/30/2021		127946 MOORE, CARLA							
		100.00	AMBULANCE BILLING REFUND		142830	REQUEST12/20	5251.4882		ENTERPRISE SALES	AMBULANCE FUND REVENUES
		<u>100.00</u>								
142178	12/30/2021		125688 MR CUTTING EDGE							
		115.00	BLADE SHARPENING		142837	4144	5205.6505		EQUIPMENT REPAIR SERVICE	SPORTS CENTER GENERAL
		<u>115.00</u>								
142179	12/30/2021		101090 MTI DISTRIBUTING INC							
		198.15	#42-13-8" FOAM FILL WHEEL/PLUG		142815	1329843-00	1510.6220		EQUIPMENT SUPPLIES & PARTS	PARKS
		<u>198.15</u>								
142180	12/30/2021		107349 NEW CENTURY SYSTEMS INC							

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142183	12/30/2021		119122 O'REILLY AUTOMOTIVE INC						Continued...	
142184	12/30/2021		127815 P & C TREE SERVICE							
		1,325.00	BLVD TREE REMOVAL 4695 SANDRA		142760	468	4402.6560		CONTRACTUAL SERVICES	INTERIM CONSTRUCTION GENERAL
		<u>1,325.00</u>								
142185	12/30/2021		121380 PELCO CONSTRUCTION, LLC							
		1,584.00	DRYWALL REPAIR WATER DAMAGE		142723	21-065-1	4248.6515		BUILDING REPAIR SERVICE	ECON. DEV. MARINA TRIANGLE
		<u>1,584.00</u>								
142186	12/30/2021		121011 PITNEY BOWES							
		371.40	POSTAGE CH METER 10/20-1/19/22		142751	3105215683	1050.6555		RENTAL OF EQUIPMENT	CITY HALL
		<u>371.40</u>								
142187	12/30/2021		127934 POWERFULLY GREEN							
		175.00	PERMIT REFUND WB078606		142774	WB078606	1001.4405		BUILDING PERMITS	GENERAL FUND REVENUES
		<u>175.00</u>								
142188	12/30/2021		100545 PREMIER LIGHTING							
		29.75	REPLACEMENT BULBS - STOCK		142843	60271	1210.6240		BUILDING SUPPLIES & PARTS	FIRE
		29.75	REPLACEMENT BULBS - STOCK		142843	60271	1110.6240		BUILDING SUPPLIES & PARTS	POLICE
		19.90	DNTN KIOSK REPLACE BULBS		142843	60271	4242.6240		BUILDING SUPPLIES & PARTS	ECONOMIC DEVELOPMENT GENERAL
		<u>79.40</u>								
142189	12/30/2021		101153 PRESS PUBLICATIONS							
		59.37	PN FEE SCHEDULE ORD		142788	722112	1010.6455		LEGAL NOTICES PUBLICATIONS	MAYOR & COUNCIL
		49.48	PN SIGN CODE 21-2-Z		142787	722113	1010.6455		LEGAL NOTICES PUBLICATIONS	MAYOR & COUNCIL
		138.53	PH CAPITAL IMPVMT PLAN & BONDS		142789	722115	4310.6455		LEGAL NOTICES PUBLICATIONS	MUNICIPAL BLDG PUBLIC SAFETY
		98.95	WELLHEAD PROTECTION PART I		142838	722610	5012.6455		LEGAL NOTICES PUBLICATIONS	WATER DISTRIBUTION
		<u>346.33</u>								
142190	12/30/2021		109337 RAMSEY COUNTY							
		411.84	FLEET SUPPORT - NOVEMBER		142782	EMCOM-009701	1110.6560		CONTRACTUAL SERVICES	POLICE
		118.56	800MGHZ RADIO FLEET SUPP-NOV		142771	EMCOM-009709	1300.6560		CONTRACTUAL SERVICES	PUBLIC WORKS FACILITY / SHOP
		15,277.00	WB 911 DISPATCH SRV-NOV		142778	EMCOM-009711	1114.6560		CONTRACTUAL SERVICES	DISPATCH
		193.24	GEM LAKE 911 SERVICES FOR NOV		142780	EMCOM-009713	1114.6560		CONTRACTUAL SERVICES	DISPATCH
		2,092.65	911 CAD SRV-CITY- NOVEMBER		142779	EMCOM-009728	1114.6560		CONTRACTUAL SERVICES	DISPATCH
		26.47	GEM LAKE CAD SERVICES FOR NOVE		142781	EMCOM-009730	1114.6560		CONTRACTUAL SERVICES	DISPATCH
		<u>18,119.76</u>								
142191	12/30/2021		123634 RAMSEY-WASHINGTON RECYCLING & ENERGY							

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142191	12/30/2021		123634 RAMSEY-WASHINGTON RECYCLING & ENERGY						Continued...	
		45,236.52	NOVEMBER REFUSE DISPOSAL		142720	RESFA-005171	5102.6565		DISPOSAL FEES	REFUSE
		<u>45,236.52</u>								
142192	12/30/2021		127944 RECYCLE TECHONLOGIES, INC.							
		97.20	DISP PROPERTY RM ELECTRONICS		142847	220235	1110.6560		CONTRACTUAL SERVICES	POLICE
		<u>97.20</u>								
142193	12/30/2021		125994 RENOVATION SYSTEMS, INC.							
		1,597.14	APT TURN 212 CARPET		142798	498895	5302.6517		APARTMENT TURNOVER MAINTENANCE	PIONEER MANOR SENIOR HOUSING
		809.30	APT TURN 212 VINYL		142797	498896	5302.6517		APARTMENT TURNOVER MAINTENANCE	PIONEER MANOR SENIOR HOUSING
		<u>2,406.44</u>								
142194	12/30/2021		126010 REVSPRING INC.							
		192.94	UB PROCESS 12/4-12/10		142824	INV1304585	5012.6401		PROFESSIONAL SERVICES	WATER DISTRIBUTION
		517.38	UB POSTAGE-12/4-12/10		142824	INV1304585	5012.6445		POSTAGE	WATER DISTRIBUTION
		192.93	UB PROCESS 12/4-12/10		142824	INV1304585	5052.6401		PROFESSIONAL SERVICES	SEWER
		517.38	UB POSTAGE 12/4-12/10		142824	INV1304585	5052.6445		POSTAGE	SEWER
		192.94	UB PROCESS 12/4-12/10		142824	INV1304585	5102.6401		PROFESSIONAL SERVICES	REFUSE
		517.37	UB POSTAGE 12/4-12/10		142824	INV1304585	5102.6445		POSTAGE	REFUSE
		<u>2,130.94</u>								
142195	12/30/2021		125786 ROTO ROOTER SERVICES COMPANY							
		1,500.00	STREET EXCAVATE REFUND 080904		142765	WB080904	1000.2208		DEPOSITS PAY	GENERAL FUND BALANCE SHEET
		<u>1,500.00</u>								
142196	12/30/2021		115958 SHARROW LIFTING PRODUCTS							
		132.40	LIFTING TOOL FOR GARAGE		142801	150473	1320.6295		SMALL TOOLS	GARAGE
		<u>132.40</u>								
142197	12/30/2021		119237 T A SCHIFSKY							
		204.53	TEMP PATCH EFFRESS.CEDAR BREAK		142794	67986	5012.6535		OTHER REPAIR	WATER DISTRIBUTION
		<u>204.53</u>								
142198	12/30/2021		101269 TA SCHIFSKY							
		2,070.00	CONSTRUCTION PAYMENT #10		142737	PYMT#10-12/7	4533.7210		CONSTRUCTION CONTRACTS	21-06 2021 Mill & Overlay
		16,659.90	CONSTRUCTION PAYMENT #10		142737	PYMT#10-12/7	4534.7210		CONSTRUCTION CONTRACTS	21-13 2021 Mill & Overlay
		62,593.08	CONSTRUCTION PAYMENT #10		142737	PYMT#10-12/7	4400.2020		CONTRACTS PAYABLE RETAINED	INTERIM CONST. BALANCE SHEET
		<u>81,322.98</u>								
142199	12/30/2021		124635 THOMPSON, TYLER							

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142199	12/30/2021		124635 THOMPSON, TYLER						Continued...	
		179.83	RCGISUG REIMBURSE CHAIR AWARDS		142745	REQUEST121321	7048.6250		OTHER SUPPLIES & PARTS	RAMSEY COUNTY GIS
		<u>179.83</u>								
142200	12/30/2021		101249 THREAD ART & EVERYTHING PROMOTIONAL							
		60.00	4 BEANIE CAPS WITH PD PATCH		142777	7564	1110.6290		UNIFORMS & CLOTHING	POLICE
		<u>60.00</u>								
142201	12/30/2021		120025 TOWMASTER							
		76.99	SALT SPREADER REPAIR PART12-09		142823	444927	1420.6220		EQUIPMENT SUPPLIES & PARTS	SNOW REMOVAL
		<u>76.99</u>								
142202	12/30/2021		110292 TRI- STATE BOBCAT INC							
		225.08	#75-13-COUPPLERS/HYD FLUID		142800	A95938	1410.6220		EQUIPMENT SUPPLIES & PARTS	STREETS
		<u>225.08</u>								
142203	12/30/2021		125434 TRITECH FORENSICS, INC.							
		156.50	TEST KITS FOR DRUGS (U- METH/X		142844	583850	1110.6220		EQUIPMENT SUPPLIES & PARTS	POLICE
		<u>156.50</u>								
142204	12/30/2021		127940 TWIN CITIES LISC							
		13,000.00	HOUSING TASK FORCE CONSULTANT		142735	1005	4242.6401		PROFESSIONAL SERVICES	ECONOMIC DEVELOPMENT GENERAL
		<u>13,000.00</u>								
142205	12/30/2021		117780 UHL COMPANY							
		5,975.00	DOOR CARD ACCESS INSTALL		142822	66329	5013.7220		CONSTRUCTION COSTS OTHER	WATER TREATMENT
		10,468.50	SECURITY ACCESS SYSTEM DOORS		142770	66330	4320.7120		BUILDING	MUNICIPAL BLDG SPORTS CENTER
		<u>16,443.50</u>								
142206	12/30/2021		101458 UNITED PARCEL SERVICE							
		126.49	UPS NOVEMBER SHIPPING CHARGES		142750	0000563285481-1	5352.6445		POSTAGE	LICENSE BUREAU
						1/27				
		<u>126.49</u>								
142207	12/30/2021		119109 UNIVERSITY OF MINNESOTA							
		50.00	JEREMY HANSEN TREE INSP. RECER		142759	230042380	1510.6470		TRAINING & SUBSISTANCE	PARKS
		<u>50.00</u>								
142208	12/30/2021		100691 UPS STORE, THE							
		36.89	SHIPPING REMOTE CAMERA - CUES		142740	AUG/SEPT2021	5052.6505		EQUIPMENT REPAIR SERVICE	SEWER
		37.39	SHIP BACK 3 CC MACHINES		142740	AUG/SEPT2021	5205.6445		POSTAGE	SPORTS CENTER GENERAL

Council Check Register by GL
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12/27/2021 -- 12/31/2021

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
142208	12/30/2021		100691 UPS STORE, THE						Continued...	
		74.28								
142209	12/30/2021		100439 VAN PAPER COMPANY							
		108.36	TOILET TISSUE		142726	595841-00	5013.6240		BUILDING SUPPLIES & PARTS	WATER TREATMENT
		135.15	SOAP FOR DISPENSER REFILL		142730	595842-00	1050.6240		BUILDING SUPPLIES & PARTS	CITY HALL
		102.12	NAPKINS		142729	595843-00	1300.6240		BUILDING SUPPLIES & PARTS	PUBLIC WORKS FACILITY / SHOP
		345.63								
142210	12/30/2021		101473 WHITE BEAR FIRE RELIEF ASSN							
		205.00	DEC 2021 DUES		142826	DEC2021	6200.2118		FIRE UNION DUES	EMPLOYMENT EXP. BALANCE SHEET
		205.00								
142211	12/30/2021		100593 WHITE BEAR FLORAL SHOP							
		79.96	DT XMAS DECORATIONS		142758	0004-NOV 26	4245.6250		OTHER SUPPLIES & PARTS	ECON. DEV. FLOWER PROGRAM
		79.96								
142212	12/30/2021		101471 WHITE BEAR LAKE, CITY OF							
		5,203.08	VIN6940 PW STREETS TRK NEW REG		142763	REQUEST12/20	4106.7150		MOBILE EQUIPMENT	EQ. ACQ. STREETS
		5,203.08								
142213	12/30/2021		123890 WHITE BEAR PLUMBING, INC.							
		4,900.00	INSTALL EYEWASH & ZAMBONI LINE		142845	6745	5205.6515		BUILDING REPAIR SERVICE	SPORTS CENTER GENERAL
		4,900.00								
142214	12/30/2021		101481 WHITE BEAR TIRE AND AUTO							
		711.60	TIRES FOR SQUAD 203 AND SCRAP		142850	211740	1110.6230		VEHICLE SUPPLIES & PARTS	POLICE
		711.60								
142215	12/30/2021		101483 WINNICK SUPPLY							
		346.62	TRAILER MODIFICATION FOR SNOW		142792	445139	1420.6220		EQUIPMENT SUPPLIES & PARTS	SNOW REMOVAL
		346.62								
142216	12/30/2021		110046 XCEL ENERGY-GROUP BILLING							
		15.89	1950 FLORENCE ST - NOV		142676	5100107787609NO V21	1576.6422		ELECTRIC	YOST PARK
		17.94	4751 BANNING AVE - NOV		142677	5100111527126NO V21	4242.6422		ELECTRIC	ECONOMIC DEVELOPMENT GENERAL
		150.86	HSE 2174 8TH ST-SHARED MTR-NOV		142683	5100121724331NO V21	4250.6423		NATURAL GAS	ECON. DEV. RENTAL HOMES
		99.57	3901 MCKNIGHT RD-WELL#5-NOV		142852	5142977213NOV21	5012.6422		ELECTRIC	WATER DISTRIBUTION

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12/27/2021 -- 12/31/2021

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
142216	12/30/2021		110046 XCEL ENERGY-GROUP BILLING						Continued...	
		2,332.34	2414 ORCHARD LN-WELL#3-NOV		142852	5142977213NOV21	5012.6422		ELECTRIC	WATER DISTRIBUTION
		3,917.56	3359 MCKNIGHT RD N-WELL#4-NOV		142852	5142977213NOV21	5012.6422		ELECTRIC	WATER DISTRIBUTION
		41.83	3120 GENEVA AVE-NOV		142853	5142977224NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		43.66	3380 WB AVE-NOV		142853	5142977224NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		45.26	3600 LINDEN AVE-NOV		142853	5142977224NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		45.82	1990 HWY 96-NOV		142853	5142977224NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		46.09	3849 WB AVE- NOV		142853	5142977224NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		46.42	2130 4TH ST - NOV		142853	5142977224NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		48.91	1290 HWY 96 - NOV		142853	5142977224NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		51.06	4690 HWY 61-NOV		142853	5142977224NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		52.19	2492 CTY RD E - NOV		142853	5142977224NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		55.61	3235 WB AVE- NOV		142853	5142977224NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		10.52	110 11TH ST E-LIGHTS-NOV		142857	5142977235NOV21	1567.6422		ELECTRIC	WEST PARK
		11.96	1883 PARK ST-RSTRM-NOV		142857	5142977235NOV21	1552.6422		ELECTRIC	RAMALY PARK
		11.96	2350 11TH-W PRK RST-NOV		142857	5142977235NOV21	1567.6422		ELECTRIC	WEST PARK
		11.96	4840 WB PK RTRY RST- NOV		142857	5142977235NOV21	1555.6422		ELECTRIC	ROTARY PARK
		12.08	1883 PARK-RMLY RST-NOV		142857	5142977235NOV21	1552.6422		ELECTRIC	RAMALY PARK
		12.69	1856 FLORENCE-LIGHTS-NOV		142857	5142977235NOV21	1576.6422		ELECTRIC	YOST PARK
		15.30	1701 9TH-WEYERHSR-NOV		142857	5142977235NOV21	1570.6422		ELECTRIC	WEYERHAUSER PARK
		16.57	1888 EUGENE-LIGHTS-NOV		142857	5142977235NOV21	1576.6422		ELECTRIC	YOST PARK
		25.61	2120 ORCHARD-LK PV-NOV		142857	5142977235NOV21	1531.6422		ELECTRIC	LAKEWOOD HILLS
		34.48	3675 MCKNIGHT-SPRUCE-NOV		142857	5142977235NOV21	1558.6422		ELECTRIC	SPRUCE PARK
		39.98	4500 LAKE-VETERANS-NOV		142857	5142977235NOV21	1564.6422		ELECTRIC	VETERANS MEMORIAL PLAZA
		49.30	4752 HWY 61-RR PARK-NOV		142857	5142977235NOV21	1549.6422		ELECTRIC	RAILROAD PARK
		49.97	1700 9TH ST-PODVIN-NOV		142857	5142977235NOV21	1546.6422		ELECTRIC	PODVIN PARK
		72.65	4980 LAKE-OPTIMISTIC-NOV		142857	5142977235NOV21	1543.6422		ELECTRIC	OPTIMISTS PARK
		74.25	2110 ORCHARD-LKWD FLD-NOV		142857	5142977235NOV21	1531.6422		ELECTRIC	LAKEWOOD HILLS
		272.37	4752 HWY 61-RR PARK-NOV		142857	5142977235NOV21	1549.6422		ELECTRIC	RAILROAD PARK
		353.55	1700 9TH ST-PODVIN-NOV		142857	5142977235NOV21	1546.6423		NATURAL GAS	PODVIN PARK
		460.59	1700 9TH-POD FLD/PAV-NOV		142857	5142977235NOV21	1546.6422		ELECTRIC	PODVIN PARK
		296.10	2240 CTY RD E-STAT #2-NOV		142851	5142977246NOV21	1220.6423		NATURAL GAS	EMERGENCY PREPAREDNESS
		304.84	2240 CTY E-STA# 2-NOV		142851	5142977246NOV21	1220.6422		ELECTRIC	EMERGENCY PREPAREDNESS
		502.95	4700 MILLER AVE - NOV		142851	5142977246NOV21	1210.6423		NATURAL GAS	FIRE
		549.89	2240 CTY RD E-STAT #2-NOV		142851	5142977246NOV21	1210.6423		NATURAL GAS	FIRE
		566.13	2240 CTY E-STA# 2-NOV		142851	5142977246NOV21	1210.6422		ELECTRIC	FIRE
		759.07	4701 HWY 61-NOV		142851	5142977246NOV21	1050.6423		NATURAL GAS	CITY HALL
		889.91	4701 HWY 61- NOV		142851	5142977246NOV21	1050.6422		ELECTRIC	CITY HALL
		934.06	4700 MILLER AVE - NOV		142851	5142977246NOV21	1110.6423		NATURAL GAS	POLICE
		1,280.64	4701 HWY 61-NOV		142851	5142977246NOV21	1210.6422		ELECTRIC	FIRE

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12/27/2021 -- 12/31/2021

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
142216	12/30/2021		110046 XCEL ENERGY-GROUP BILLING						Continued...	
		2,378.34	4701 HWY 61-NOV		142851	5142977246NOV21	1110.6422		ELECTRIC	POLICE
		692.39	2228 4TH ST- NOV		142851	5142977246NOV21	2032.6422		ELECTRIC	ARMORY OPERATIONS
		1,042.23	2228 4TH ST- NOV		142851	5142977246NOV21	2032.6423		NATURAL GAS	ARMORY OPERATIONS
		8.33	2135 4TH ST - NOV		142851	5142977246NOV21	4249.6422		ELECTRIC	ECON. DEV. 4TH ST DEV W OF 61
		16.98	2385 CTY F-WTR LVL- NOV		142851	5142977246NOV21	4247.6422		ELECTRIC	ECON. DEV. BELLAIRE CENTER
		37.54	2446 CTY RD F- NOV		142851	5142977246NOV21	4247.6422		ELECTRIC	ECON. DEV. BELLAIRE CENTER
		78.85	4200 HOFFMAN-SHOP/FOOD-NOV		142851	5142977246NOV21	4251.6423		NATURAL GAS	ECON. DEV. 4200 HOFFMAN RENTAL
		148.87	2446 CTY RD F- NOV		142851	5142977246NOV21	4247.6423		NATURAL GAS	ECON. DEV. BELLAIRE CENTER
		490.57	4200 HOFFMAN-SHOP/FOOD-NOV		142851	5142977246NOV21	4251.6422		ELECTRIC	ECON. DEV. 4200 HOFFMAN RENTAL
		522.58	4200 HOFFMAN-GAR-NOV		142851	5142977246NOV21	4251.6422		ELECTRIC	ECON. DEV. 4200 HOFFMAN RENTAL
		540.40	4200 HOFFMAN-APT REAR-NOV		142851	5142977246NOV21	4251.6423		NATURAL GAS	ECON. DEV. 4200 HOFFMAN RENTAL
		1,260.29	2401 ORCHARD-WTR TRMT NOV		142851	5142977246NOV21	5012.6423		NATURAL GAS	WATER DISTRIBUTION
		5,359.10	2401 ORCHARD LN PUMP-NOV		142851	5142977246NOV21	5012.6422		ELECTRIC	WATER DISTRIBUTION
		36.40	1328 HWY 96 - SEPT		142851	5142977246NOV21	5205.6422		ELECTRIC	SPORTS CENTER GENERAL
		36.54	1328 HWY 96 - OCT		142851	5142977246NOV21	5205.6422		ELECTRIC	SPORTS CENTER GENERAL
		37.23	1328 HWY 96 - NOV		142851	5142977246NOV21	5205.6422		ELECTRIC	SPORTS CENTER GENERAL
		3,256.76	1328 HWY 96-NOV		142851	5142977246NOV21	5205.6423		NATURAL GAS	SPORTS CENTER GENERAL
		8,051.95	1328 HWY 96 - OCT		142851	5142977246NOV21	5205.6422		ELECTRIC	SPORTS CENTER GENERAL
		9,307.46	1328 HWY 96 - NOV		142851	5142977246NOV21	5205.6422		ELECTRIC	SPORTS CENTER GENERAL
		9,993.76	1328 HWY 96- SEPT		142851	5142977246NOV21	5205.6422		ELECTRIC	SPORTS CENTER GENERAL
		1,004.18	2225 6TH ST- NOV		142851	5142977246NOV21	5302.6422		ELECTRIC	PIONEER MANOR SENIOR HOUSING
		1,385.15	2225 6TH ST - NOV		142851	5142977246NOV21	5302.6423		NATURAL GAS	PIONEER MANOR SENIOR HOUSING
		84.34	4701 HWY 61-NOV		142851	5142977246NOV21	5352.6423		NATURAL GAS	LICENSE BUREAU
		98.88	4701 HWY 61-NOV		142851	5142977246NOV21	5352.6422		ELECTRIC	LICENSE BUREAU
		7.98	4091 HIGHLAND - NOVEMBER		142856	5142977257NOV21	1220.6422		ELECTRIC	EMERGENCY PREPAREDNESS
		120.36	4691 BANNING AVE - NOV		142686	5142977268NOV21	1430.6560		CONTRACTUAL SERVICES	STREET LIGHTING / SIGNALS
		10,728.30	4701 HWY 61 - NOV		142855	5142977268NOV21	1430.6560		CONTRACTUAL SERVICES	STREET LIGHTING / SIGNALS
		255.12	2228 4TH ST - NOV		142682	5172077057NOV21	1430.6560		CONTRACTUAL SERVICES	STREET LIGHTING / SIGNALS
		328.17	4785 BANNING AVE - NOV		142682	5172077057NOV21	1430.6560		CONTRACTUAL SERVICES	STREET LIGHTING / SIGNALS
		323.28	2228 6TH ST - NOV		142684	5173230396NOV21	1430.6560		CONTRACTUAL SERVICES	STREET LIGHTING / SIGNALS
		51.18	4870 HWY 61 - NOV		142685	5182367844NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		113.94	4585 LAKE AVE STRTLGT-NOV		142680	5183820380NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		149.42	4810 LAKE AVE STRTLGT-NOV		142681	5183839223NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		18.52	4810 LAKE AVE RSTRM - NOV		142687	5187967986NOV21	1537.6422		ELECTRIC	MATOSKA PARK
		11.96	3930 LINDEN STMCHR RSTRM-NOV		142678	5195715376NOV21	1561.6422		ELECTRIC	STELLMACHER PARK
		64.35	4089 HWY 61 TRAFFIC - NOV		142679	5198641704NOV21	1430.6422		ELECTRIC	STREET LIGHTING / SIGNALS
		<u>72,672.09</u>								
		<u>376,143.21</u>	Grand Total					<u>Payment Instrument Totals</u>		

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12/27/2021 -- 12/31/2021

<u>Check #</u>	<u>Date</u>	<u>Amount</u>	<u>Supplier / Explanation</u>	<u>PO #</u>	<u>Doc No</u>	<u>Inv No</u>	<u>Account No</u>	<u>Subledger</u>	<u>Account Description</u>	<u>Business Unit</u>
		376,143.21	Grand Total							
							<u>Payment Instrument Totals</u>			
							Checks		376,143.21	
							Total Payments		376,143.21	



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Lindy Crawford, City Manager
From: Kara Coustry, City Clerk
Date: January 11, 2021
Subject: Proposed 2022 City Council regular meeting dates and Work Sessions

SUMMARY

The City Council will consider adopting a resolution establishing regular meetings of the White Bear Lake City Council in 2022. Work Sessions are tentatively scheduled the third Tuesday of every month except December and begin at 6:00 p.m.

BACKGROUND INFORMATION

In accordance with the White Bear Lake City Charter, at its first regular meeting in January the Council shall set the dates of its regular monthly meetings for the year. Special meetings may be called by the Mayor or by the Chair of the Council at any time, but reasonable public notice shall be given for all special Council meetings.

Listed below are the proposed 2022 City Council meeting dates. Regular meetings are the second and fourth Tuesday of each month except for those months where the second Tuesday is required for Election purposes in which case the meeting will be push forward one day.

January 11	May 10	September 13
January 25	May 24	September 27
February 8	June 14	October 11
February 22	June 28	October 25
March 8	July 12	November 8 or Wed. 9th
March 22	July 26	November 22
April 12	Aug 9 or Wed. 10th	December 13
April 26	August 23	No meeting

In following with past practice, there is only one meeting scheduled in December. Meetings begin at 7:00 p.m. and adjourn by 10:30 p.m. unless authorized by a majority of the City Council.

Work Sessions begin at 6:00 p.m. and are tentatively scheduled the third Tuesday of every month except December.

RECOMMENDEATIONS

Staff recommends the City Council adopt the resolution establishing 2022 regular meetings of the White Bear Lake City Council.

ATTACHMENTS

Resolution

Color coded calendar

RESOLUTION NO.

RESOLUTION ESTABLISHING THE 2022 REGULAR MEETING DATES AND TIMES OF THE CITY COUNCIL OF THE CITY OF WHITE BEAR LAKE

BE IT RESOLVED by the City Council of the City of White Bear Lake that the second (2nd) and fourth (4th) Tuesday of each month shall be the regular meeting nights of the City Council except for those months where the second Tuesday is required for election purposes, in which case the regular meeting shall be held the following day. Further, the only regularly scheduled meeting in December shall be December 13, 2022.

BE IT FURTHER RESOLVED by the City Council of the City of White Bear Lake that City Council meetings shall begin at 7:00 p.m. and shall not extend beyond 10:30 p.m. unless authorized by a majority of the City Council.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk

Year 2022

City Meeting Dates

JANUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JULY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

-  = City Council Meeting Dates
-  = Offices Closed
-  = Caucus, Primary and General Election Days
-  = Planning Commission Meetings
-  = Volunteer Recognition Dinner
-  = Park Advisory Commission
-  = Employee Recognition Luncheon
-  = Charter Commission (2nd Wed. in Sept.)
-  = Potential Work Sessions - 6:00 pm



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Lindy Crawford, City Manager
From: Kara Coustry, City Clerk
Date: January 11, 2021
Subject: Designation of Official Newspaper

SUMMARY

The City Council will consider adopting a resolution designating the City's Official Newspaper for the publication of all notices required by the City's Charter.

BACKGROUND INFORMATION

Section 4.25 of the White Bear Lake City Charter states that the City Council shall, at its first regular meeting in January, or as soon thereafter as practical, designate the official paper of the city for the publication of all notices required by the City's Charter. The matter of designating the official newspaper is also addressed in MN Statutes §331A.04, which states that the governing body shall designate a qualified newspaper in a specified sequence of priorities. Of first priority is criteria that, "If there are one or more qualified newspapers, the known office of issue of which are located within the political subdivision, one of them shall be designated." (Subd. 2).

The White Bear Press meets all of the legal requirements for legal publications and is the only one which has a known office of issue within White Bear Lake. Therefore, according to State Statutes, The White Bear Press is the newspaper which takes first priority to be designated as the official newspaper of the City of White Bear Lake.

In the attached letter, the White Bear Press has expressed interest continuing to serve as the official newspaper of the City. They propose an increase in the cost of legal publications of \$1.58 per column inch over 2021. Below is a summary of the rates for the past five years.

2018	2019	2020	2021	2022 - Proposed
\$16.55 (3%)	\$17.37 (5%)	\$18.76 (8%)	\$19.79 (5%)	\$21.37 (8%)

RECOMMENDATIONS

Staff recommends the Council adopt the resolution designating the City's Official Newspaper

ATTACHMENTS

Resolution
 Bid Letter from the Pioneer Press
 Bid Letter from Press Publications

RESOLUTION NO.

**RESOLUTION NAMING THE OFFICIAL NEWSPAPER IN 2022
TO PERFORM OFFICIAL PUBLICATIONS FOR THE
CITY OF WHITE BEAR LAKE, MN**

BE IT RESOLVED by the City Council of the City of White Bear Lake that the White Bear Press be named the official newspaper of the City of White Bear Lake for publications set forth in the City's Charter from January 11, 2022 through January 9, 2023.

The foregoing resolution, offered by Councilmember ____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk

Ellen Hiniker
City of White Bear Lake

Ellen –

Thank you for the opportunity to bid on the public notice publications for the City of White Bear Lake.

The Saint Paul Pioneer Press is a Daily Newspaper located in Saint Paul, MN, primarily serving Ramsey, Dakota, Washington, and Anoka counties and Western Wisconsin.

Our Legal Publication rates for all notices for 2022 are as follows:

\$6.58 per column inch per publication *(this = \$0.47 per line, there are 14 lines per column inch)

Our circulation number below is for Sunday Full Run, however you can publish a notice any day of the week.

Full Run – 167,899

*All notices will be published full run.

Deadline to submit a standard text notice is 12pm the day prior to the day you'd like your notice to run. **Friday at 11am** is the deadline to submit a notice running on **Saturday, Friday at 4pm** is the deadline to submit a notice running on **Sunday, or Monday**. If your notice includes a chart, graph, map, financial report or any special formatting, the deadline is 12pm **two** days prior to the publication day, and Thursday at 12pm for a Saturday, Sunday, or Monday publish date. All legal notices should be emailed to Emily Kunz/True Lee at Ekunz@pioneerpress.com AND legals@pioneerpress.com after doing so, you'll be sent an email confirming receipt of your information and you'll be contacted shortly. You will be emailed a proof (which includes the cost). An affidavit will be emailed after the notice publishes. *Holidays will have early print deadlines.

Thank you for considering the Saint Paul Pioneer Press as the official legal newspaper for the City of White Bear Lake. Please let me know if you have any questions, we look forward to partnering with you.

Thank you,

Emily Kunz and True Lee – Advertising
ekunz@pioneerpress.com; tlee@pioneerpress.com





4779 Bloom Ave., White Bear Lake, MN 55110 • Phone: (651) 407-1200 • Fax: (651) 429-1242

November 22, 2021

Kara Coustry, City Clerk
City of White Bear Lake
4701 Highway 61
White Bear Lake, MN 55110

Dear Kara:

The *White Bear Press* wishes to be considered as your official newspaper for 2022.

We meet all the legal publication requirements under state statutes. Our circulation is audited by Verified Audit Circulation, an independent firm.

We offer submittal of legal notices by mail, fax at (651) 429-1242 or e-mail to legals@presspubs.com - clearly labeling them as Public Notices.

There will be an increase in the rate for your legal notices this year due to extreme pressure with material and labor costs. We are asking for \$21.37 per column inch, in 7 point type at 9 lines per inch.

Our deadline for legal notices is Thursday by 5:00 p.m. for the following Wednesday's publication.

We look forward to the opportunity to serve you. We welcome any questions or concerns you may have.

Sincerely,

A handwritten signature in cursive script that reads 'Lisa Graber'.

Lisa Graber
Legal Notice Coordinator

LG:mp

Misc: White Bear Lake 2022.doc

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City of White Bear Lake
Finance Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Kerri Kindsvater, Finance Director
Date: January 11, 2021
Subject: Proposed Travel and Expense Reimbursement - 2022

SUMMARY

The City Council will consider adopting a resolution establishing 2022 travel and expense reimbursements for approved and eligible out-of-pocket travel and business expenses incurred in the conduct of City business or authorized training.

BACKGROUND INFORMATION

Mileage

City policy allows employees to utilize their personal vehicle to conduct City business. In return for the use of the personal vehicle, the City reimburses the employee a mileage rate to compensate the employee for the estimated cost of operating their vehicle for the miles driven for City business. This mileage reimbursement policy does not intend to reimburse the employee for the cost of their automobile ownership, as the City does not require employees to purchase or own a vehicle as a condition of employment, it is only intended to cover the incremental cost of the trip.

This practice benefits the City by reducing the number of fleet vehicles to the actual vehicles needed for operations and does not provide additional vehicles to be available for occasional employee transportation needs.

Consistent with past practice, staff proposes to set the City's mileage reimbursement rate to the standard rate set by the Internal Revenue Service. The Internal Revenue Service's federal mileage reimbursement rate for 2022 increased 2.5 cents per mile over 2021.

2020	2021	2022
57.5 cents	56 cents	58.5 cents

Meals

The City's meal reimbursement policy provides employees with adequate compensation to purchase their meals each day while conducting City business away from the community. Meal reimbursements for employees attending training sessions are only available when the training sessions do not include meals as part of the registration fee to prevent employees from profiting through reimbursement when meal costs are already paid.

Staff does not recommend an increase in the daily reimbursement limits of \$38, or \$46 if in a major metropolitan area, as set in 2019. Each year staff compares the reimbursement rate to those used by the U.S. General Services Administration and the Minnesota Department of Administration to ensure relevant amounts are included in the City's reimbursement policy.

RECOMMENDEDATIONS

Staff recommends that the City Council adopt the attached resolution adjusting current travel expense reimbursement rates.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION AUTHORIZING EMPLOYEE REIMBURSEMENT OF APPROVED AND ELIGIBLE OUT-OF-POCKET TRAVEL AND BUSINESS EXPENSES WHILE CONDUCTING CITY BUSINESS

WHEREAS, City of White Bear Lake employees occasionally conduct City business away from the community; and

WHEREAS, on occasion, City employees utilize personal vehicles for transportation to conduct City business; and

WHEREAS, the City's meal reimbursement policy provides employees with adequate compensation to purchase meals each day while conducting business away from the community.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, that the City Council authorizes employee reimbursement rates for personal vehicle usage and meal purchases while conducting City business away from the community established below:

Mileage Reimbursement: \$.585

Standard Metropolitan Area:

Meals reimbursed at a reasonable amount per meal, with a daily limit of \$38 and restriction that no meal, non-alcoholic drink and tip will exceed \$25.

Major Metropolitan Area:

Meals reimbursed at a reasonable amount per meal, with a daily limit of \$46 and restriction that no meal, non-alcoholic drink and tip will exceed \$25.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of White Bear Lake, that the City Council authorizes the City Manager to modify the meal reimbursement amounts based upon unique circumstances:

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and Council
From: Kara Coustry, City Clerk
Date: January 11, 2022
Subject: **Appointment of Administrative Hearing Officer - 2022**

SUMMARY

The City Council will consider adopting a resolution appointing Jim Rathburn as the City's 2022 Administrative Hearing Officer.

BACKGROUND INFORMATION

In 1996, the City Council adopted Ordinance 96-2-929 establishing a procedure for issuance of citations for violation of City ordinances. This procedure allows patrol officers or other qualified enforcement personnel to issue administrative citations for what are generally considered minor violations rather than a citation through district court. Conditions or actions generally falling in this category are barking dogs, excessive noise, trash in yards, junk cars, juvenile smoking, first-time unsafe driving (including minor speeding) and many parking offenses.

An essential component of this procedure is "due process" which is accomplished through the right to appeal to a City Council appointed administrative hearing officer. An individual receiving an administrative citation may appeal her/his case to the hearing officer who is empowered to uphold, dismiss or adjust the citation and financial penalty.

In May 2019, Jim Rathburn, a long-term White Bear Lake resident with a law degree and related work experience was appointed to serve as the City's Hearing Officer. In acknowledgment of Mr. Rathburn's legal experience, which translates into less time needed for preparation, Council approved an increase in his hourly rate from \$30 to \$35/hour in 2020. He provided 40 hours of service in 2020 and a total of 31.75 hours in 2021. In following with staff increases, a 3% increase was provided in 2022, for an hourly rate of \$36.05.

RECOMMENDATIONS

Staff recommends the City Council adopt the resolution appointing Jim Rathburn as the City's 2022 Administrative Hearing Officer.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION APPOINTING THE ADMINISTRATIVE HEARING OFFICER

WHEREAS, Section 205 of the City's Ordinance Code provides for an Administrative Enforcement procedure, the establishment of a schedule of offenses and related administrative penalties, and for the appointment of a Hearing Officer by the City Council; and

WHEREAS, Jim Rathburn, White Bear Lake, has been determined interested and qualified in serving in this capacity; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota, that Jim Rathburn is hereby appointed Administrative Hearing Officer at a rate of \$36.05/hour for a term which will expire January 31, 2023; and

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and Council
From: Lindy Crawford, City Manager
Date: January 11, 2022
Subject: Annual appointment of City Attorneys - 2022

SUMMARY

The City Council will consider adopting a resolution establishing the City Attorney – Counselor for 2022.

BACKGROUND INFORMATION

The City Charter assigns to the City Council the responsibility for annual appointment of the City Attorneys. The Charter also defines the duties and responsibilities of the City Attorney. Specifically, the City Charter provides:

Section 4.20. City Attorney.

“The City Council shall have the power to appoint a City Attorney or Attorneys and fix the compensation to be paid to said City Attorney or Attorneys, who shall be a member or members of the bar of the State of Minnesota. Such attorney or attorneys may be appointed for one year, but shall be removable at the pleasure of the Council.”

Section 4.21. City Attorney -- Duties.

“The duties of such City Attorney or Attorneys shall include:

To act as the legal advisor, attorney and counsel for the City and for all officers, departments, and agencies thereof, on City business;

To prosecute all suits, actions and proceedings for and on behalf of the City, and defend all suits, actions and proceedings against the City;

To prepare all contracts, bonds, and other legal instruments, in writing, in which the City is interested or concerned, and endorse upon each an approval form; however, an approval of bonds to be issued by the City may be covered by separate certificate which is to be filed with the records of the City Council;

To be the prosecuting attorney for the prosecution of violations of City ordinances and franchises;

To perform such other duties as may be required by ordinance or resolution.”

Resolution No. 12514 dated January 14, 2020, designated the Prosecuting Attorney Robb Olson for three years through January 31, 2023 as following:

City Attorney – Prosecutor	Yearly Contract	Hourly rate for vehicle forfeitures
2017 contract costs	\$148,000	\$110/hr.
2018 contract costs	\$148,000	Same
2019 contract costs	\$148,000	Same
2020 contract costs	\$150,000	\$113.50/hr.
2021 contract costs	\$152,000	Same
2022 contract costs	\$154,000	Same

Staff recommends the municipal law firm Kennedy & Graven be appointed for another year as the City’s Attorney - Counselor, with Troy Gilchrist serving as Lead Attorney. Mr. Gilchrist and his colleagues at Kennedy & Graven continue to be very responsive, and their work consistently demonstrates quality and professionalism. The firm has proposed a 3% rate increase for 2022, reflective of 2022 employee wage adjustments, which results in a \$100/mo. increase in the monthly retainer and a 3% hourly rate increase based on the type of service.

City Attorney – Counselor	Monthly retainer	Hourly rate	Developer-reimbursed rate
2019 contract costs	\$3,000/mo.	\$160/hr.	\$200/hr.
2020 contract costs	\$3,200/mo.	\$165/hr.	\$205/hr.
2021 contract costs	\$3,265/mo.	\$168/hr.	\$210/hr.
2022 contract costs	\$3,365/mo.	\$173/hr	\$216/hr.

The annual costs for legal services for the past five years are represented below:

	2017	2018	2019	2020	2021*
Prosecution	\$156,133	\$154,584	\$148,408	\$153,174	\$153,591
Counselor	\$95,935	\$63,744	\$46,039	\$69,612	\$77,469
TOTALS	\$245,400	\$219,252	\$194,447	\$222,786	\$231,060

* projected

RECOMMENDATIONS

Staff recommends the City Council adopt the resolution appointing the City Attorney – Counselor for 2022.

ATTACHMENTS

Resolution
 Gilchrist reappointment letter
 Counselor Services Contract

RESOLUTION NO.

**RESOLUTION DESIGNATING CITY ATTORNEY
-- COUNSELOR --**

WHEREAS, the City seeks legal advice and services related to municipal civil matters; and

WHEREAS, after careful review and consideration of the City's legal needs and the qualifications of eleven law firms responding to the City's request for proposals, the City Council has chosen to appoint Troy Gilchrist from the firm Kennedy & Graven as City Attorney with occasional adjunct assistance from other associates he may assign; and

WHEREAS, the City Council desires to establish the terms and conditions of the City Attorney appointment,

BE IT RESOLVED by the City Council of the City of White Bear Lake that pursuant to §4.20 of the White Bear Lake Home Rule Charter, Troy Gilchrist and the firm Kennedy & Graven are hereby appointed City Attorney-Counselor, for a term expiring January 31, 2023, according to the terms, conditions and responsibilities set forth below.

1. **City Attorney - Duties.** The duties of the City Attorney shall be to act as the legal adviser, attorney and counsel for the City and for all officers, departments, and agencies thereof, on City business; defend all suits, actions and proceedings against the City unless a special attorney is assigned.

To prepare or review as determined as appropriate and necessary all contracts, bonds, and other legal instruments, in writing, in which the City is interested or concerned, and endorse upon each an approval form; however, an approval of bonds to be issued by the City may be covered by separate certificate which is to be filed with the records of the City Council;

To perform such other duties as may be required by ordinance or resolution and to maintain a legal library and support services necessary to fulfill these functions.

Keep the City Council and the City Manager apprised of legal issues and responsibilities through issuance of written opinions and advisory memoranda.

2. **Compensation.** The City Attorney shall be compensated through a monthly retainer and hourly rate as follows:
 - A. A monthly retainer of \$3,365 shall be paid for the following services:
 1. Attend all City Council meetings
 2. Review all City contracts/agreements
 3. Answer all routine inquiries from City Staff and the City Council
 4. Non-litigation employment law inquiries (excludes union negotiations)
 5. Statutory interpretation
 6. Review of established contracts for annual services, joint powers agreements and vendor services.

RESOLUTION NO.

B. An hourly rate shall be paid for the following services:

1. Circuit court and appellate litigation
2. Complex real estate work (condemnation/land acquisition/easement/ROW)
3. Labor negotiations
4. Administrative hearings
5. Developer project-based services or disputes

Hourly rates for work performed outside of the retainer are as follows:

Attorney:	\$173
Litigation, administrative & condemnation	\$199
Developer Reimbursed Work:	\$216

Support staff hourly rates: paralegals / law clerks \$118 / 98

C. Payment of the retainer and hourly fee shall be made by the City to the Attorney following receipt of a monthly invoice or statement which itemizes each project or suit for which the hourly fee is to be applied providing the date, activity and length of time applied.

The City Attorney will advise the City Manager's Office each time a new account is established for which the hourly fee will be claimed.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk



Offices in 150 South Fifth Street
 Suite 700
 Minneapolis, MN 55402
 (612) 337-9300 telephone
 (612) 337-9310 fax
 www.kennedy-graven.com
 Affirmative Action, Equal Opportunity Employer

TROY J. GILCHRIST
 Attorney at Law
 Direct Dial (612) 337-9214
 Email: tgilchrist@kennedy-graven.com

December 29, 2021

Lindy Crawford, City Manager
 City of White Bear Lake
 4701 Highway 61
 White Bear Lake, MN 55110

Re: Legal Services Agreement and Rates for 2022

Dear Lindy:

It has been my pleasure to work with the City Council and staff over the last year and I look forward to continuing to serve as city attorney for 2022. Since Section 4.20 of the City Charter indicates the city attorney “may be appointed for one year,” I am writing to propose a new legal services agreement for the period between February 1, 2022 and January 31, 2023.

I have enclosed the proposed agreement. The agreement reflects a three percent increase (with some rounding up and down) in the retainer and the rates. The following shows the current rates and the proposed rates for 2022.

General Legal Services (Monthly Retainer)

Current	Proposed
\$3,265	\$3,365

Specific Legal Services (Hourly Rate Outside of Retainer)

Type of Service	Current Attorney Hourly Rate	Proposed Attorney Hourly Rate
Specific Legal Services (not otherwise specified)	\$168	\$173
Litigation, administrative, and condemnation proceedings	\$193	\$199
Development, redevelopment, and tax increment matters	\$210	\$216
Bond counsel	Customary rates	Customary rates

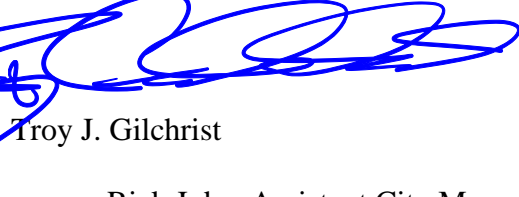
Lindy Crawford
December 29, 2021
Page 2 of 2

Support Staff	Current Hourly Rates	Proposed Hourly Rates
Paralegals	\$115	\$118
Law Clerks	\$95	\$98

The enclosed agreement reflects the proposed rates.

Again, I have enjoyed my work with the city and look forward to continuing to work with the city council and staff. Please let me know if there are any questions or concerns.

Sincerely,



Troy J. Gilchrist

cc: Rick Juba, Assistant City Manager

AGREEMENT FOR CIVIL LEGAL SERVICES

This Agreement for Civil Legal Services (“**Agreement**”) is entered into by and between the City of White Bear Lake, a Minnesota municipal corporation, (“**City**”) and the law firm of Kennedy & Graven, Chartered (“**Law Firm**”) effective as of the 1st day of February 2022. In consideration of the mutual promises and conditions contained in this Agreement, the City and the Law Firm agree as follows:

1. Appointment. The City appoints the firm of Kennedy & Graven, Chartered to provide civil legal services to the City. Attorney Troy Gilchrist from the Law Firm shall be designated as the “City Attorney” and shall be responsible for ensuring the performance of the Law Firm’s obligations under this Agreement and shall be the initial point of contact for the Mayor, City Council, City Manager, and Department Heads. The parties understand and agree the Law Firm is not responsible for the prosecution or the handling of criminal matters for the City.

2. Term. This Agreement shall be effective from February 1, 2022 to January 31, 2023, and shall continue thereafter until renewed or a different firm is selected as city attorney. During the term of this Agreement, either party may terminate this Agreement upon 60 days’ written notice to the other party.

3. Compensation. The City agrees to pay the Law Firm in accordance with the following:
 - (a) General Legal Services. The Law Firm will charge a monthly retainer for general legal services, as hereafter defined, at a rate of \$3,365 per month.

 - (b) Specific Legal Services. The Law Firm will charge a per hour rate for specific legal services, which are outside of the monthly retainer charged for general legal services, as follows:

Type of Service	Attorney Hourly Rate
Specific Legal Services (not otherwise specified)	\$173
Litigation, administrative, and condemnation proceedings	\$199
Development, redevelopment, and tax increment matters	\$216
Bond counsel	Customary rates

Support Staff	Hourly Rates
Paralegals	\$118
Law Clerks	\$98

- (c) Expenses. The City will reimburse the Law Firm for actual, necessary, and reasonable costs and expenses incurred by the Law Firm in the performance of legal services under this Agreement. These costs and expenses include, but are not limited to, courier and delivery charges, process server fees, court filing fees, mileage and parking fees related to

providing legal services, online legal research services, postage, printing and photocopying costs, document recording fees, and other actual costs of a similar nature. These fees and expenses are outside of the monthly retainer fee and will be specified on the Law Firm's monthly billing statement sent to the City.

4. Scope and Nature of General Legal Services. The parties agree to the following description of the nature of the comprehensive "general legal services" to be provided by the Law Firm to the City under the retainer fee specified above.
 - (a) Preparation for, travel to, and attendance at regular City Council meetings and, upon request, special council meetings.
 - (b) Provide legal advice and consultation to the City Council, City Manager, Department Heads, and other City staff related to City business.
 - (c) Drafting and revisions to various legal documents, ordinances, resolutions, forms, notices, certificates, correspondence, and regulations.
 - (d) Drafting and revisions to municipal contracts, joint powers agreements, bidding documents, equipment purchase and lease documentation, project plans and specifications, and the like.
 - (e) Review of contractor/vendor bond and insurance documents.
 - (f) Ordinance drafting and review.
 - (g) Research and preparation of legal opinions on municipal or other legal matters as requested by the Mayor, City Council, City Manager, or Department Heads.
 - (h) Other routine legal services that do not constitute specific legal services.
5. Scope and Nature of Specific Legal Services. The parties agree to the following description of the nature of the "specific legal services" to be provided by the Law Firm at the request of the City.
 - (a) Condemnations.
 - (b) Enforcement actions, including of City building, housing and zoning codes, and environmental matters.
 - (c) Drafting and review of development agreements.
 - (d) Attendance at commission meetings and staff meetings.
 - (e) Bonds, tax increment, and other forms of financing.

- (f) Review of or response to data practices requests.
- (g) Real estate matters, including sales and acquisitions.
- (h) Non-routine development of contracts or contract addenda, specifications and contract negotiations.
- (i) Training sessions for City officials or staff.
- (j) Claims not covered by insurance or as the City's insurance carrier's legal representative.
- (k) Special assessment-based issues and public improvement projects
- (l) Easements and right-of-ways, including vacations.
- (m) Recodifications and non-routine ordinance projects.
- (n) Contested case matters.
- (o) Non-routine employment matters.
- (p) Litigation, mediation, and arbitration.
- (q) Specific development projects.
- (r) Specific employment matters.

6. Billing.

- (a) Billing Statements. The Law Firm will submit to the City a monthly billing statement for general legal services, specific legal services, and expenses. All services billed outside of the monthly retainer for specific projects will be broken down into categories for ease of review by the City. The statement will include a descriptor for each expense item billed to the City. Time shall be billed in tenths of an hour.
- (b) Billing Cycle. The Law Firm will bill monthly for legal services. Generally, bills will go out approximately 20-30 days after the end of the prior month, and Law Firm personnel will work with the City to timely place bills on the next City Council agenda.
- (c) Payment Expectations. The City will pay the bill of the Law Firm routinely according to its internal payment procedures by forwarding a check to the Law Firm paying for both legal services and expenses shown on the billing statements.
- (d) Disputes. In the event that the City disputes any aspect of the Law Firm's invoice, the appropriate City representative will contact Troy Gilchrist at the Law Firm stating the

nature of the dispute. The parties agree to work in good faith to resolve any such disputes.

7. Insurance. The Law Firm shall maintain professional liability (malpractice) insurance at a minimum coverage level of \$1,000,000 per claim, and \$3,000,000 annual aggregate. The Law Firm shall provide a current Certificate of Insurance to the City upon request.
8. Attorney/Client Privilege. The Law Firm is authorized to utilize e-mail without encryption to transmit and receive confidential client information. The City specifically acknowledges that it understands the confidentiality risks associated with inadvertent interception of such information.
9. Conflict of Interest. The Law Firm will notify the City as soon as practicable if the Law Firm represents an opposing party to the City in a legal matter.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed by their proper officers and representatives as of the day and year first above written.

**CITY OF WHITE BEAR LAKE,
MINNESOTA**

**KENNEDY & GRAVEN,
CHARTERED**

By: _____
Daniel Louismet, Mayor

By: _____
Troy Gilchrist
City Attorney

By: _____
Lindy Crawford, City Manager

Dated: _____, 2022

Dated: _____, 2022



City of White Bear Lake
Finance Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Kerri Kindsvater, Finance Director
Date: January 11, 2022
Subject: Surety bonds for City employees - 2022

SUMMARY

The City Council will consider adopting surety bonds covering employees for 2022.

BACKGROUND INFORMATION

According to City Charter, Sect. 4.22. Official Bonds, The City Manager, City Clerk, and such other officers and employees as may be required by the Council shall each give bond in sufficient surety, in such amount as fixed by the Council, for the faithful performance of their respective official duties. Such bonds shall be payable to the City, and the bonds of each officer shall protect the City for acts of any deputy or assistant of such officer. The legal sufficiency of all bonds shall be passed upon by competent legal authority. The bonds shall be approved by the Council, which approval shall be endorsed upon each bond signed by at least three (3) members of the Council.

The Mayor shall have custody of all bonds, and it shall be the Mayor's duty to see that they are kept in full force and effect. (Ref. Ord. No. 898, 8/24/93) When a bond shall have been forfeited by a person, that office shall be considered vacant and shall be filled according to the provisions of this Charter.

The City purchases surety bonds through the League of Minnesota Insurance Trust (LMCIT) on all employees through the City's insurance coverage. LMCIT coordinates the bond coverage with the City's other insurance coverages to avoid gaps, overlaps, and inconsistencies and is written to cover both fidelity and faithful performance risks.

The LMCIT references a formula developed by the Minnesota Clerks & Finance Officers Association (MCFOA) that suggests an appropriate bond amount is generally 10% of the City's annual revenues plus the market value of negotiable securities; however, there is no mandated amount and the City is able to choose the bond coverage amount each year.

The City has carried \$600,000 in surety bond coverage with a \$25,000 deductible through the LMCIT in previous years. The City has never had a situation requiring usage of the bonds. Staff believes the current coverage is appropriate for this year and will continue to evaluate on an annual basis to secure sufficient coverage for operations.

RECOMMENDEATIONS

Staff recommends the City Council adopt the resolution establishing surety bonds for City employees for 2022.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION FIXING AMOUNT OF SURETY BONDS FOR
CITY EMPLOYEES AND PROVIDING FOR APPROVAL OF SAME
FOR FISCAL YEAR 2022**

BE IT RESOLVED by the City Council of the City of White Bear Lake that the City furnish surety bonds for all employees to ensure faithful performance of their duties. The surety bond coverage is \$600,000, and said bonds shall be reviewed and approved by the City Attorney and Council of the City and maintained in accordance with Section 4.22 of the City Charter.

The foregoing resolution, offered by Councilmember ___ and supported by Councilmember ___, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
Finance Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Kerri Kindsvater, Finance Director
Date: January 11, 2022
Subject: Capital Equipment Purchases - 2022

SUMMARY

The City Council will consider adopting a resolution approving the purchase of the capital equipment items with an individual value greater than \$100,000 included in the City's previously approved 2022 Budget and Capital Improvement Plan.

BACKGROUND INFORMATION

The City maintains a ten-year Capital Improvement Plan (CIP) as a tool to support financial planning, budgeting and prioritization of large projects and purchases based on goals and resources. Each year staff updates the projects and their associated costs in the CIP to form the basis in creating the City's Financial Management Plan (FMP). Staff presents the CIP and FMP to the City Council for discussion and approval each spring. After receiving support for both, the two plans become the starting point for the annual budget process.

The following items with an individual value of greater than \$100,000 were included in the 2022 Budget based on the 2021 CIP and 2021 FMP. Given the extended build time for these large equipment items, staff is seeking City Council approval to proceed with these purchases in the next few months to ensure timely delivery of the equipment by year-end. Staff will work to negotiate costs less than the CIP amount. However, if actual costs for any of the items exceed the amounts listed below, staff will bring the request back to the City Council for consideration before making the purchase.

Department:	CIP Cost:
<u>Parks:</u>	
Multi-use truck with garbage capabilities	\$153,000
<ul style="list-style-type: none"> • Previously approved in 2021 Budget but moved to 2022 Budget due to supply chain delays • Park landscaping projects • Trash Compactor allows for dumping of garbage at waist-height instead of current overhead height • Cart tipper to lift trash carts used for special events, eliminates the need to contract for collection • Chipper box for tree trimming in parks • Could potentially add a plow if needed for snow operations 	

Streets:

Tandem axle dump truck	\$150,795
------------------------	-----------

- Chassis purchased in 2021 Budget but body of truck moved to 2022 Budget due to supply chain delays
- Replacement of existing unit

Single axle dump truck	\$230,000
------------------------	-----------

- Replacement of existing unit

Public Works Facility:

Facility Backup Generator	\$125,000
---------------------------	-----------

- New unit, no current power back up available

Sports Center:

2021 Olympia Ice Resurfacers	\$115,000
------------------------------	-----------

- Previously approved in 2021 Budget but moved to 2022 Budget due to supply chain delays
- Replacement of 2002 unit
- Hydrostatic brakes eliminate brake pad and maintenance
- Advertising racks to sell advertising space on the unit

Ambulance:

Ambulance Vehicle	<u>\$250,000</u>
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- Replacement of existing unit purchased in 2012

Total Equipment Purchases for all Departments	<u>\$1,023,795</u>
-----------------------------------------------	--------------------

Funding Sources:

Per the FMP, the City will utilize a combination of existing funds and American Rescue Plan Aid (ARPA) funds to purchase these units. The following table summarizes the funding sources:

American Rescue Plan Aid Fund (ARPA):

Public Works Backup Generator	\$125,000
-------------------------------	-----------

Streets Single Axle Dump Truck	<u>230,000</u>
--------------------------------	----------------

	\$355,000
--	-----------

Equipment Acquisition Fund:

Parks Multi-use/Garbage Truck	\$153,000
-------------------------------	-----------

Streets Tandem Axle Dump Truck	150,795
--------------------------------	---------

2021 Olympia Ice Resurfacers	<u>115,000</u>
------------------------------	----------------

	\$418,795
--	-----------

Ambulance Fund:

Ambulance vehicle	<u>\$250,000</u>
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Total Funding for Purchases	<u>\$1,023,795</u>
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RECOMMENDEATIONS

Staff recommends the City Council adopt the resolution approving the purchase of the capital equipment items per the previously approved City's 2022 Budget and Capital Improvement Plan

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION AUTHORIZING PURCHASE OF LARGE CAPITAL
EQUIPMENT IN THE 2022 BUDGET AND CAPITAL IMPROVEMENT PLAN**

WHEREAS, the City has established a Capital Improvement Plan (CIP) and long-range Financial Management Plan (FMP) to plan for equipment replacement in City Departments; and

WHEREAS, the 2022 Budget includes funding for equipment listed in the 2021 CIP for 2022 and the 2021 FMP; and

WHEREAS, equipment with a value greater than \$100,000 in the CIP include a multi-use truck with garbage capabilities at \$153,000, a tandem axle dump truck body at \$150,795, a single axle dump truck at \$230,000, a backup generator for the Public Works Facility at \$125,000, an Olympia Ice Resurfacer at \$115,000, and an ambulance at \$250,000.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake that the Council hereby approves purchase of the multi-use truck with garbage capabilities, tandem axle dump truck body, single axle dump truck, backup generator, ice resurfacer and an ambulance at prices at or below the amounts listed above.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Samantha Crosby, Planning & Zoning Coordinator
Date: January 11, 2021
Subject: Rooney 2nd Addition Final Plat – 1800 County Road E (Case No. 20-1-FP)

SUMMARY

The City Council will consider adopting a resolution approving the Rooney second addition Final Plat. Approval for the final plat also grants staff the ability to enter into a Development Agreement.

BACKGROUND INFORMATION

In December 2020, the Council unanimously approved a preliminary plat of the Rooney parcel for the 321 Group LLC. Since then, Green Halo Builds is now under contract to purchase the parcel and envisions a cul-de-sac neighborhood of net-zero ready house designs. Also, they plan to change the name of the development from Blustone Villas to Eco Woods. In November 2021, the Council unanimously approved a one-year time extension for the Preliminary Plat approval.

This is one of the first projects in a long time that has included a new public roadway, which triggers the need for a Development Agreement. Staff has been working with the applicant and the City Attorney to iron-out the details of that agreement. The City Attorney has also drafted a plat opinion, which examines the title work to ensure dedications are clean and the city has the right to place public streets and utilities in the easements and right-of-ways. Finally, the plat was forwarded to Ramsey County for their review, and they have no comments or concerns.

The subdivision code states that, “if the final plat is in substantial compliance with the preliminary plat, the Zoning Administrator may forward the final plat to the City Council without need of Planning Commission review.” In this case, the only change to the project is that there will no longer be a homeowner’s association for lawn mowing and snow plowing, which was a marketing desire of the previous developer, not a requirement of the City. Therefore, the minor change is acceptable and does not require review by the Planning Commission.

The City’s discretion in approving or denying a final plat is limited to whether or not the proposed plat meets the standards outlined in the Zoning Ordinance and Subdivision Regulations, and whether or not it is consistent with the approved preliminary plat. If it meets these standards, the City must approve the final plat. Staff finds that, subject to the conditions listed in the attached draft resolution, the proposed final plat both complies with the City’s

regulations and is consistent with the approved preliminary plat.

RECOMMENDATIONS

Staff recommends the City Council adopt the resolution approving the final plat, which also grants staff the authority to enter into the development agreement.

ATTACHMENTS

Resolution

Location / Zoning Map

Applicant's Request Letter

Approved Preliminary Plat (for comparison purposes)

Proposed Final Plat

Draft Development Agreement

RESOLUTION NO.

**RESOLUTION APPROVING A FINAL PLAT
OF PROPERTY LOCATED AT 1800 COUNTY ROAD E
"ROONEY 2ND ADDITION"**

WHEREAS, an application (20-1-FP) has been submitted by GreenHalo Builds, LLC to the City Council requesting a Final Plat in accordance with the Subdivision Code at the following site:

ADDRESS: 1800 County Road E

EXISTING LEGAL DESCRIPTION: Attached as Exhibit A

PROPOSED LEGAL DESCRIPTION: Lots 1 through 9, Block 1, and Outlot A Rooney 2nd Addition, Ramsey County, Minnesota.

WHEREAS THE APPLICANT SEEKS: Approval of a Final Plat, per Section 1402.020, to subdivide one property into 9 residential lots and one outlot for stormwater;

WHEREAS, the City Council unanimously approved a Preliminary Plat;

Resolution # 12690, Adopted December 8, 2020: Preliminary Plat approval, per Chapter 1400, in order to subdivide one lot into 9 single-family residential lots and one outlot; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the Preliminary Plat upon the health, safety, and welfare of the community and the Comprehensive Plan, as well as any concerns related to traffic, compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety, in the surrounding area; and

WHEREAS, the Final Plat is consistent with the approved Preliminary Plat and should be approved subject to all requirements and conditions contained herein; and

WHEREAS, the City Council has also reviewed the Development Agreement associated with the development and finds that the execution thereof by the City and performance of its obligations thereunder are in the best interest of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED by the City of White Bear Lake that the City Council finds that this Final Plat abides by the intent of the city's ordinances, codes, and the Comprehensive Plan, and that the developer has petitioned for or will construct all necessary improvements required by the Code; and

FURTHER, BE IT RESOLVED that the City Council of the City of White Bear Lake accepts and approves the Final Plat subject to the following conditions:

RESOLUTION NO.

1. A Final Plat is approved to allow the subdivision of one parcel into nine residential lots and one outlot for stormwater, in accordance with the plans approved by the City in conjunction with the associated Preliminary Plat. All public improvements required by the city shall be constructed by the developer in accordance with final plans that are reviewed and approved by the City and its engineer.
2. The developer shall comply with all conditions imposed by the Preliminary Plat approval (Resolution # 12690), except #17 – a Homeowner’s Association is not required.
3. The hardshell or other recordable plat, acceptable by the Ramsey County Recorder is required. The applicant shall also provide the Community Development Department with two final approved reproducible mylar copies of the plat.
4. Within 100 days after final approval by the City Council, the applicant must record said plat and any other documents required by the City with the County Land Records Office or Registrar of Deeds or the subdivision shall become null and void.
5. No construction permits may be issued for improvements on the property prior to:
 - a. Recording of the Final Plat,
 - b. City review and approval of the final plans for all improvements,
 - c. Execution and recording of the Development Agreement that meets all city requirements, which shall include the various conditions required in this resolution, and
 - d. Posting of an irrevocable letter of credit for public improvements in an amount required by the City.
6. Park dedication is due for each new lot within the subdivision at the time of building permit in the amount of \$1,200.00 per lot (\$10,800.00 total).
7. The septic system on Lot 3 (serving the original home on Lot 4) must be removed at the time of demolition.
8. The applicant agrees to re-apportion any pending or actual assessments on the original parcel or lot of record in accordance with the original assessment formula on the newly approved parcels as per the City of White Bear Lake's Finance Office Schedule for Assessment.
9. The developer must dedicate public right of ways and easements as illustrated on the plat or as approved by the City Planner and City Engineer, including the north-south utility easement between the end of the cul-de-sac and County Road E.
10. All public utility, electrical, cable, and telephone lines shall be constructed underground within public right-of-ways or easements as per Code Section 1405.050

RESOLUTION NO.

11. Habitable structures within the plat shall be connected to the municipal sewer and water system prior to occupancy of the structure.
12. The developer shall provide as-built drawings from a Minnesota registered civil engineer showing that all utilities, pavement, and landscaping installed by the developer meet or exceed City of White Bear Lake standards and have been built in accordance with the plans approved by the city. Drawings to be approved by the Engineering Department prior to the release of the letter of credit.
13. Permanent iron monuments shall be set at all angle and curve points on the outside boundary lines of the plat and also at all block and lot corners and at all intermediate points on the block and lot lines indicating changes of direction in the lines and witness corners. The plat shall indicate that all monuments have been set or will be set within one year after recording. A financial guarantee may be required for the placement of monuments.
14. The developer shall comply with all comments and requirements of the City Engineer.
15. The developer shall comply with all requirements resulting from the City Attorney's review of title work and plat opinion.
16. The developer shall pay all fees and costs incurred by the City as related to the plat and its associated applications, including drafting and review of all necessary documents by City consultants.
17. All representations, written and oral, made by the developer contained in and concerning the application must have been true, complete, and accurate at the time they were made.
18. The developer shall remain in compliance at all times with all applicable laws, rules, regulations, and agreements concerning the Property for which this approval is granted.

FURTHER, BE IT RESOLVED by the City Council of the City of White Bear Lake that, only upon the developer's compliance with the terms and conditions of this approval and at the direction of the City Attorney, the Mayor and City staff are authorized and directed to sign the Final Plat on behalf of the City and release it to the developer for recording in accordance with any recording instructions prepared by the City Attorney.

FURTHER, BE IT RESOLVED by the City Council of the City of White Bear Lake that the Development Agreement is approved in substantially the form presented to the City Council on the date of this Resolution, subject only to modifications that are approved by both staff and the City Attorney. Once finalized, proper City staff and officials are authorized to execute the final version of the agreement and take all actions necessary to perform the City's obligations under the agreement as a whole.

RESOLUTION NO.

FINALLY, BE IT RESOLVED by the City Council of the City of White Bear Lake that City staff and City consultants shall take any appropriate action necessary and convenient in order to accomplish the intent of this resolution, and to prepare any appropriate documents to facilitate the directives of the City Council as set forth in this resolution.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk

Approval is contingent upon execution and return of this document to the City Planning Office.

I have read and agree to the conditions of this resolution as outlined above.

John T. Sharkey
Chief Executive Officer
GreenHalo Builds, LLC

Date

RESOLUTION NO.

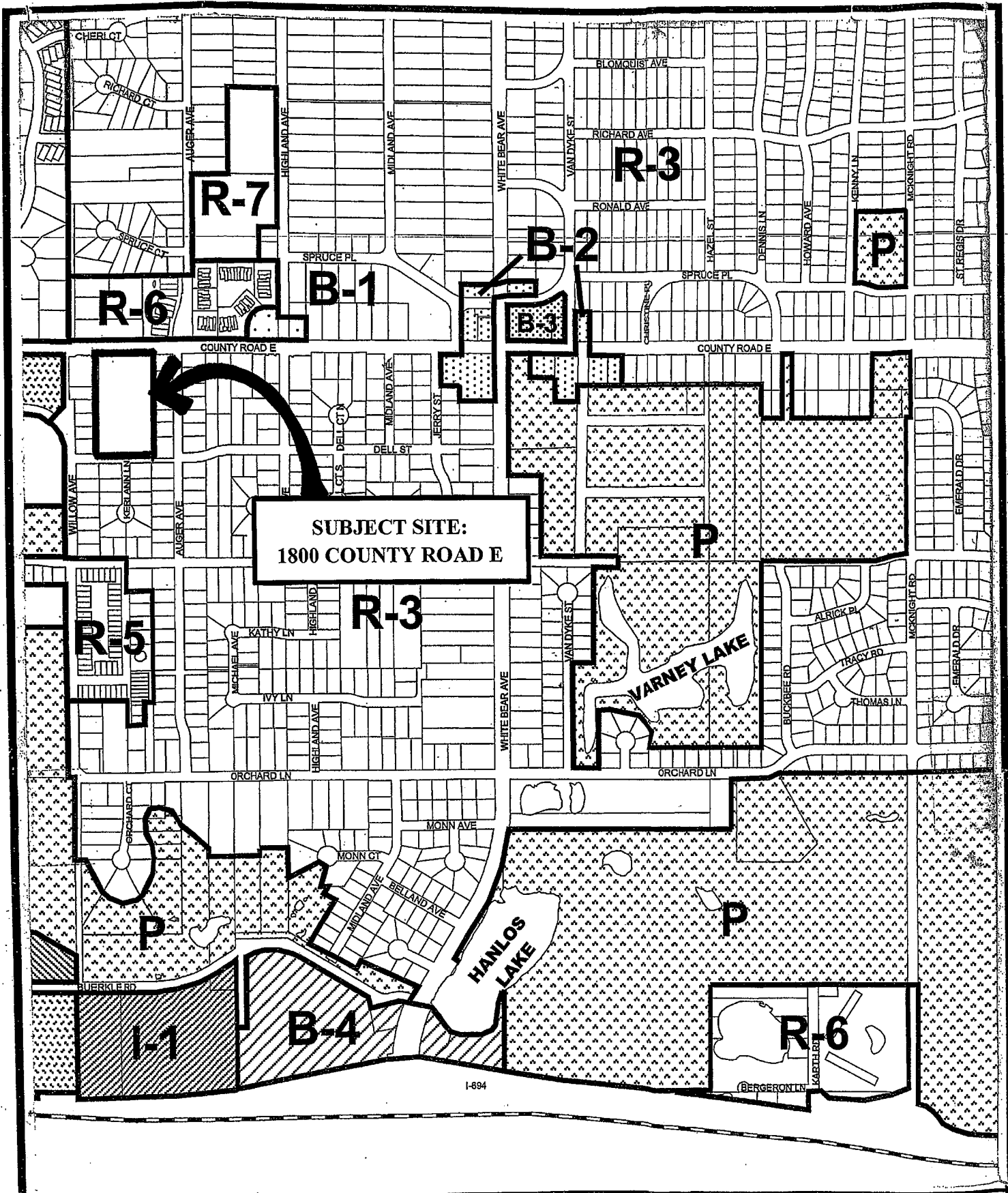
EXHIBIT A

EXISTING LEGAL DESCRIPTION:

The property is located in Ramsey County, Minnesota and legally described as follows:

Lot 14 and 15 Elmwood Garden Farms, Lying South of the South line of Parcel 16, MnDOT ROW Plat No. 62-3, and lying North of the following described line: beginning at a point on the West line of said lot 15 distant 675.30 feet Northerly of the Southwest corner of said lot 15, thence on a straight line to a point on the East line of said lot 14 distant 675.33 feet Northerly of the Southeast corner of said lot 14 and there terminating, all in Elmwood Garden Farms.

Torrens Property
PID No. 353022220090



SUBJECT SITE:
1800 COUNTY ROAD E

1-894

City of
 White Bear Lake
 Planning and Zoning Office
 (612)-429-8561

CASE NO. : 20-1-FP
 CASE NAME : Rooney 2nd Addition
 DATE : January 11, 2022

Final Plat Application Narrative For ROONEY'S SECOND ADDITION

The 321 Group entered into an agreement to sell the approved preliminary platted property of Rooney's 2nd addition to GreenHalo Builds, LLC. GreenHalo Builds is submitting this application for final plat approval.

GreenHalo Builds is represented by Kevin vonRiedel of Sovereign Land Services, LLC, to take the proposed Rooney Second Addition, named EcoWoods, through final plat entitlements and site construction to lot ready construction of GreenHalo homes. GreenHalo Builds is respectfully requesting final plat and plan approval for EcoWoods.

We believe the revised plans, based on the conditions of approval, meet those conditions with the exception of the homeowners association (HOA) provision. GreenHalo doesn't believe an HOA is necessary for this single family neighborhood.

GreenHalo homes are net zero-ready homes with a healthy indoor environment. Each home is designed, modeled and constructed with these goals in mind:

- * Energy Independence
- * Resource Conservation
- * Healthy Solutions
- * Sustainability
- * Site Planning
- * Solar Power

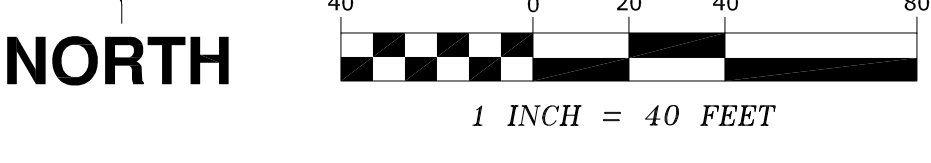
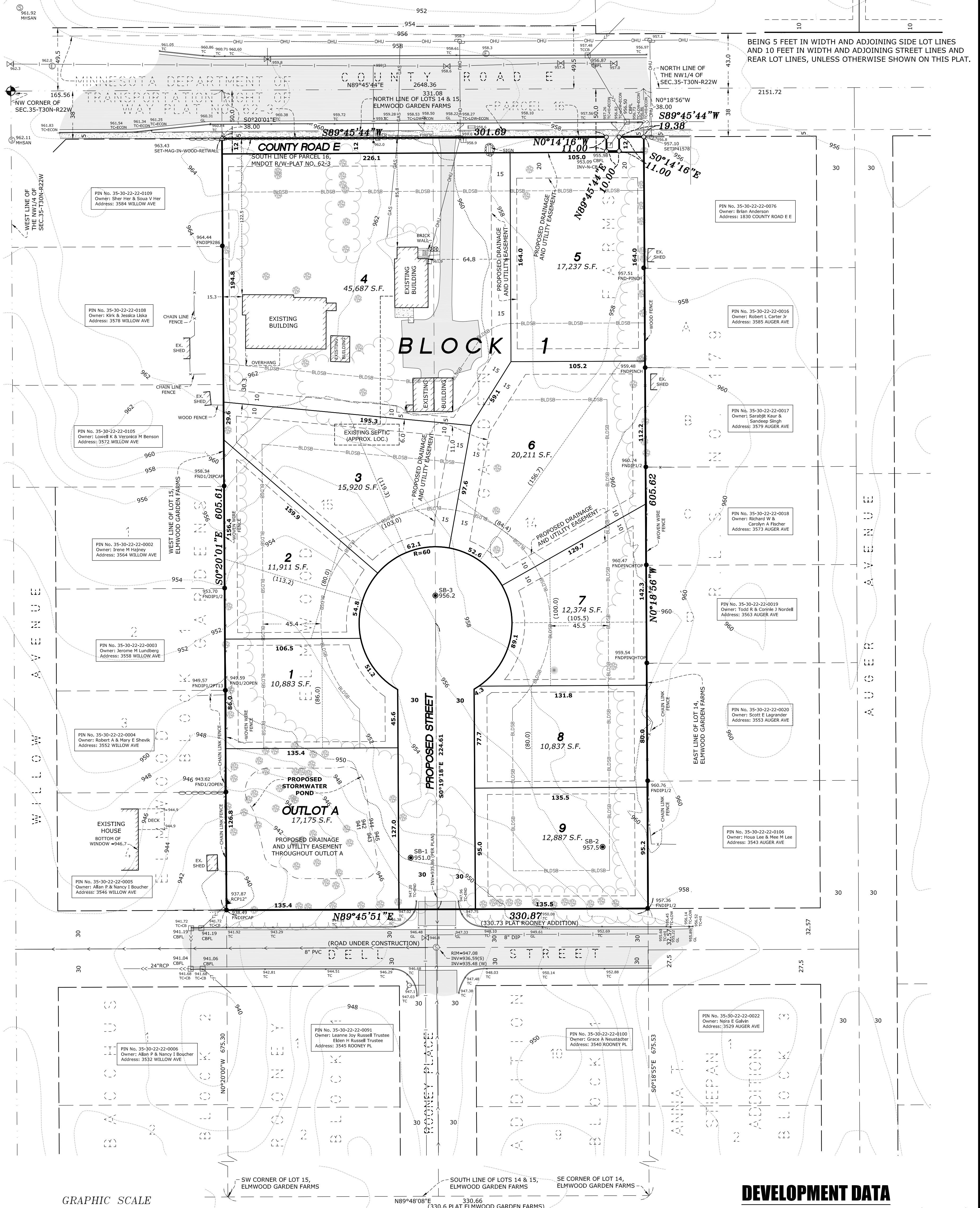
GreenHalo homes experience a significantly reduced operating cost as well as a more comfortable living atmosphere, health benefits of high indoor air quality, and the satisfaction of making a significant contribution to a reduced carbon footprint. From start to finish, GreenHalo homes are designed with the future, environment and homeowner in mind to create a pleasant healthy living space.

GreenHalo Builds is the recipient of the 2021 Minnesota Green Path Leadership Award, the 2020 Reggie award and the Star Tribune 2021 Minnesota's Best Silver Award.

PRELIMINARY PLAT

for 321 GROUP, LLC
of BLUSTONE VILLAS

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



PROPERTY DESCRIPTION

[DESCRIPTION PER RAMSEY COUNTY CERTIFICATE OF TITLE NO. 533844]

Lots 14 and 15, Elmwood Garden Farms, lying South of the South line of Parcel 16, Minnesota Department of Transportation Right of Way Plat No. 62-3, and lying North of the following described line: Beginning at a point on the West line of said lot 15 distant 675.30 feet Northerly of the Southwest corner of said lot 15, thence on a straight line to a point on the East line of said lot 14 distant 675.33 feet Northerly of the Southeast corner of said lot 14 and there terminating, all in Elmwood Garden Farms.

NOTES

- Field work completed by E.G. Rud and Sons, Inc. on 7-08-2020. Property corners set and small utilities located on 8-04-2020. Soil boring locations staked on 8-11-2020.
- Bearings shown are on Ramsey County Coordinate System.
- Address: 1800 County Road E, White Bear Lake, MN 55110. Parcel ID Number: 35-30-022-22-0090.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Location of utilities existing on or serving the surveyed property determined by:
 - Observed evidence collected pursuant to Section 5.E.iv.
 - Markings requested by E.G. Rud and Sons, Inc. per Gopher State One Call Ticket No. 202111686.
 - Record drawings provided by the City of White Bear Lake's engineering department.
- Excavations were not made during the process of this survey to locate underground utilities and/or structures. The location of underground utilities and/or structures may vary from locations shown hereon and additional underground utilities and/or structures may be encountered. Contact Gopher State One Call Notification Center at (651) 454-0002 for verification of utility type and field location, prior to excavation.

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- △ DENOTES SET PKNAIL
- ⊕ DENOTES RAMSEY COUNTY CAST IRON MONUMENT
- DENOTES CATCH BASIN
- DENOTES CURB STOP
- DENOTES ELECTRICAL BOX
- DENOTES ELECTRICAL MANHOLE
- DENOTES EXISTING SPOT ELEVATION
- DENOTES HYDRANT
- DENOTES MAILBOX
- DENOTES POWER POLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES STORM SEWER APRON
- DENOTES TELEPHONE PEDESTAL
- DENOTES STAKED GEO-TECHNICAL BORING LOCATION
- DENOTES WATER VALVE
- DENOTES FENCE
- DENOTES RETAINING WALL
- DENOTES EXISTING CONTOURS
- DENOTES LIDAR CONTOURS
- DENOTES TREE LINE
- DENOTES UNDERGROUND GAS LINE
- DENOTES UNDERGROUND FIBER OPTIC LINE
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES OVERHEAD UTILITY
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES ADJACENT PARCEL OWNER INFORMATION (PER RAMSEY COUNTY TAX INFORMATION)

DEVELOPMENT DATA

TOTAL AREA	= 200,329 S.F. (4.60 ACRES)
PROPOSED NUMBER OF LOTS	= 9
PROPOSED NUMBER OF OUTLOTS	= 1
RIGHT-OF-WAY DEDICATION	= 25,207 S.F. (0.58 ACRES)
DENSITY	= 1.96 LOTS PER ACRE

EXISTING ZONING

R-3 - SINGLE FAMILY RESIDENTIAL

ZONING INFORMATION

R-3 - SINGLE FAMILY RESIDENTIAL

MINIMUM LOT AREA	= 10,500 S.F.
MINIMUM LOT WIDTH AT FRONT SETBACK	= 80 FEET

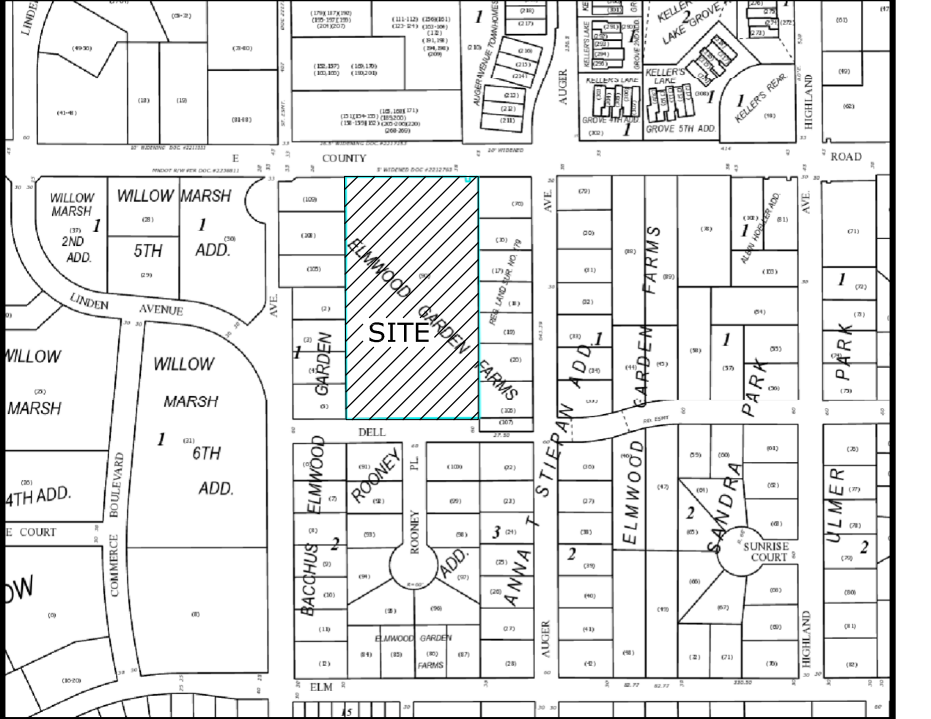
SETBACKS

FRONT ROAD	= 30 FEET
SIDE YARD	= 10 FEET
REAR YARD	= 30 FEET

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

JASON E. RUD
Date: 10-26-2020 License No. 41578

VICINITY MAP



E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

DRAWN BY: JEN	JOB NO: 200440PP	DATE: 08/17/20	
CHECK BY: JER	FIELD CREW: JH & CB		
1 10-08-2020	Revised layout	JEN	
2 10-20-2020	Revised layout	JEN	
3 10-26-2020	City Submittal	JEN	
4			
NO.	DATE	DESCRIPTION	BY

PRELIMINARY COPY
11/24/2021

ROONEY 2ND ADDITION

KNOW ALL MEN BY THESE PRESENTS: That GreenHalo Builds, LLC, a Minnesota limited liability company, fee owner of the following described property situated in the City of White Bear Lake, County of Ramsey, State of Minnesota:

Lot 14 & 15, Elmwood Garden Farms, lying South of the South line of Parcel 16, Minnesota Department of Transportation Right of Way Plat No. 62-3, and lying North of the following described line: Beginning at a point on the West line of said lot 15 distant 675.30 feet Northerly of the Southwest corner of said lot 15, thence on a straight line to a point on the East line of said lot 14 distant 675.53 feet Northerly of the Southeast corner of said lot 14 and there terminating, all in Elmwood Garden Farms.

Has caused the same to be surveyed and platted as ROONEY 2ND ADDITION and does hereby dedicate to the public for public use forever the public ways and the drainage and utility easements as shown on this plat.

In witness whereof said GreenHalo Builds, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20__.

SIGNED: GREENHALO BUILDS, LLC

John T. Sharkey, Chief Executive Officer

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20__, by John T. Sharkey, as Chief Executive Officer of GreenHalo Builds, LLC, a Minnesota limited liability company, on behalf of the company.

Notary Public, _____ County, Minnesota
My Commission Expires _____

I, James E. Napier, Licensed Land Surveyor, do hereby certify that I have surveyed or directly supervised the survey of the property described on this plat; prepared this plat or directly supervised the preparation of this plat; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been correctly set or will be correctly set within one year of recording this plat; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of the surveyor's certification are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20__.

James E. Napier, Land Surveyor
Minnesota License No. 25343

STATE OF MINNESOTA
COUNTY OF _____

The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____, 20__, by James E. Napier, a Licensed Land Surveyor.

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY OF WHITE BEAR LAKE

We do hereby certify that on the _____ day of _____, 20__, the City Council of the City of White Bear Lake, Minnesota, approved this plat. Also the conditions of Minnesota Statutes, Section 505.03, Subd. 2, have been fulfilled.

_____, Mayor _____, City Clerk

PROPERTY TAX, RECORDS AND ELECTION SERVICES DEPARTMENT

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year _____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20__.

Heather L. Bestler, Ramsey County Auditor/Treasurer

By _____, Deputy

COUNTY SURVEYOR

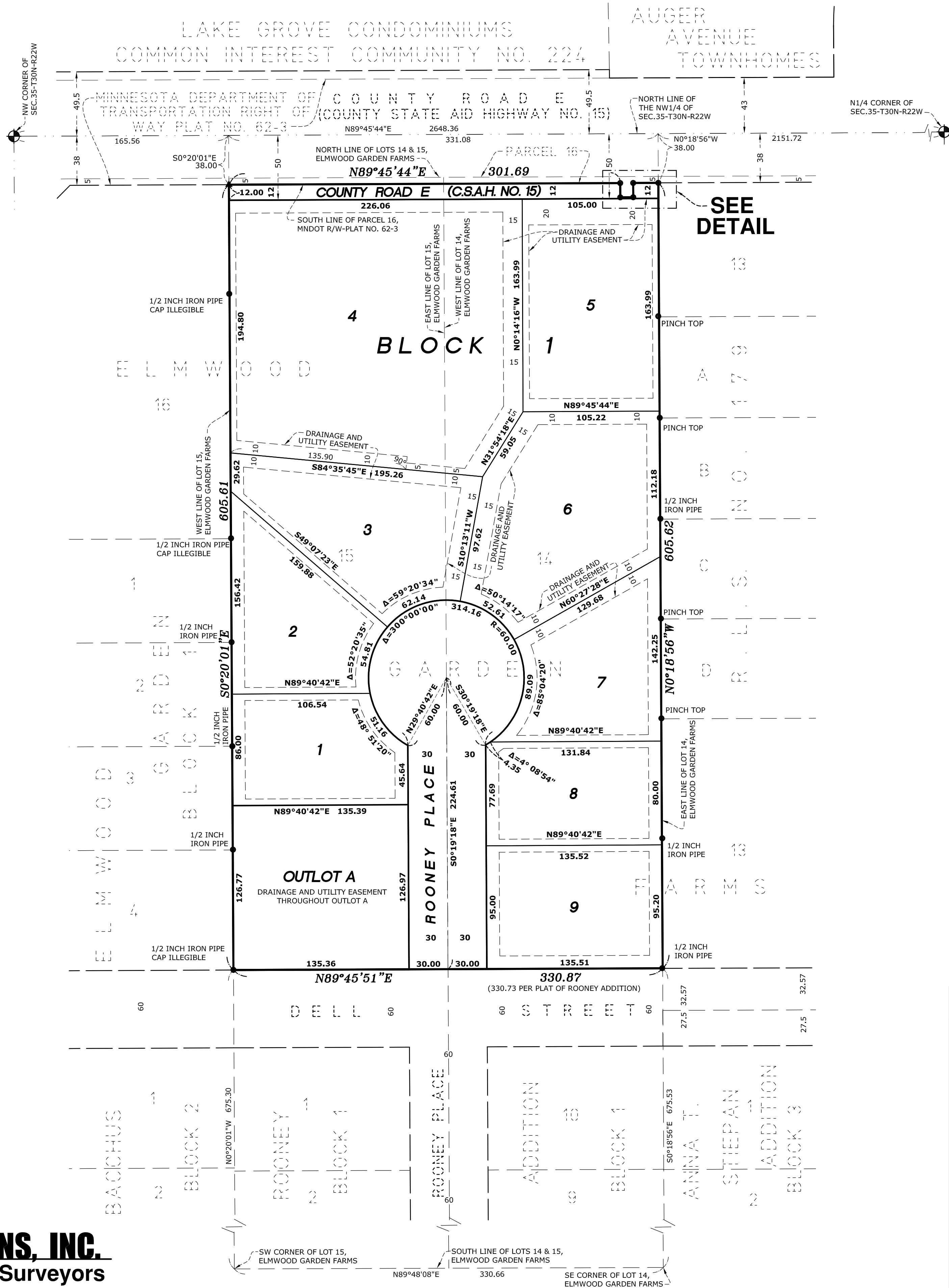
Pursuant to Minnesota Statutes, Section 383A.42, this plat is approved this _____ day of _____, 20__.

Daniel D. Baar, L.S.
Ramsey County Surveyor

REGISTRAR OF TITLES
COUNTY OF RAMSEY, STATE OF MINNESOTA

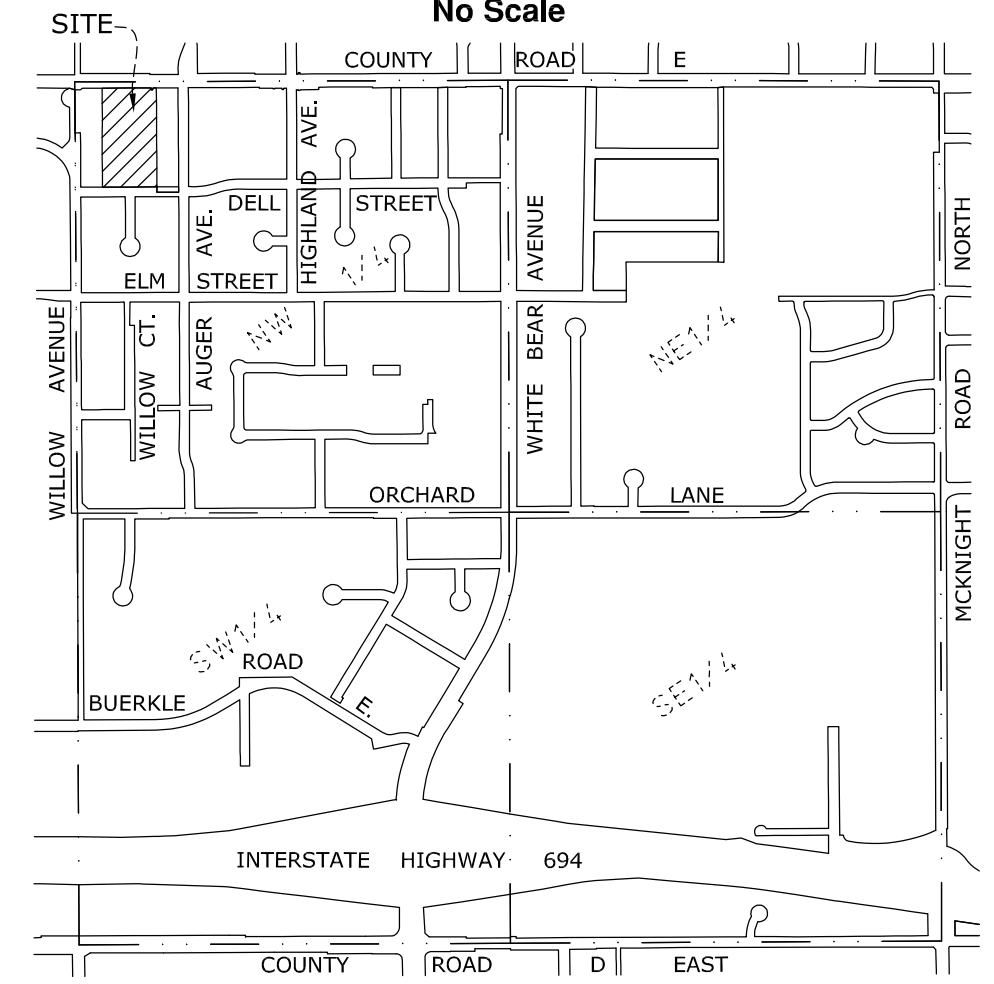
I hereby certify that this plat of ROONEY 2ND ADDITION was filed in the office of the Registrar of Titles for public record on this _____ day of _____, 20__, at _____ o'clock _____ M., and was duly filed in Book _____ of Plats, Page _____, as Document Number _____.

Deputy Registrar of Titles



VICINITY MAP

SEC.35-T30N-R22W
RAMSEY COUNTY, MINNESOTA
No Scale



NORTH

GRAPHIC SCALE IN FEET



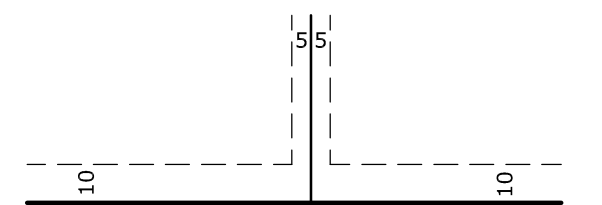
1 INCH = 50 FEET

- ☛ DENOTES RAMSEY COUNTY CAST IRON MONUMENT
- DENOTES 1/2 INCH IRON PIPE MONUMENT FOUND MARKED RLS 41578, UNLESS OTHERWISE SHOWN
- ▲ DENOTES FOUND PK NAIL
- R.L.S. DENOTES REGISTERED LAND SURVEY
- C.S.A.H. DENOTES COUNTY STATE AID HIGHWAY

ANY REQUIRED MONUMENTATION LOCATION ON THIS PLAT WITH NO MONUMENT SYMBOL SHOWN, INDICATES WHERE A 1/2 INCH BY 18 INCH IRON PIPE WITH A CAP MARKED BY LICENSE NO. 25343 WILL BE SET, AND WHICH SHALL BE IN PLACE WITHIN ONE YEAR AFTER THE RECORDING OF THIS PLAT.

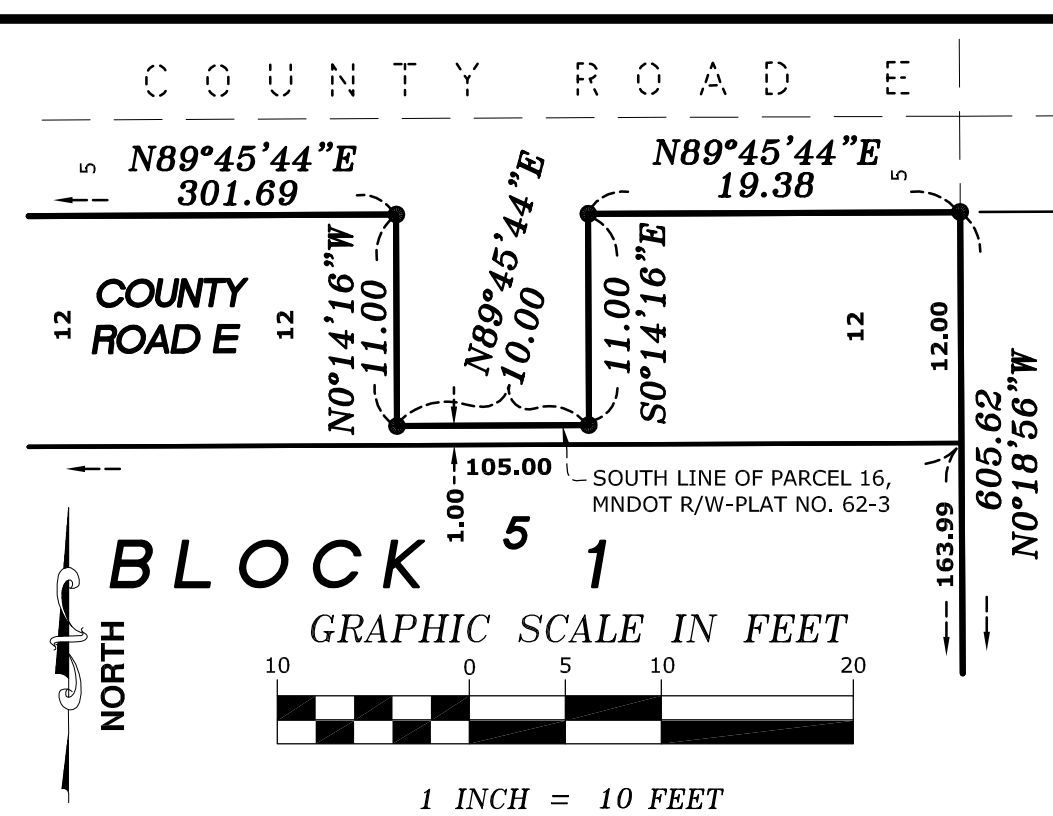
FOR THE PURPOSES OF THIS PLAT, THE NORTH LINE OF THE NORTHWEST QUARTER OF SECTION 35, TOWNSHIP 30 NORTH, RANGE 22 WEST, RAMSEY COUNTY, MINNESOTA, IS ASSUMED TO BEAR NORTH 89 DEGREES 45 MINUTES 44 SECONDS EAST.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES AND 10 FEET IN WIDTH AND ADJOINING PUBLIC WAYS AND REAR LOT LINES, UNLESS OTHERWISE SHOWN ON THIS PLAT.

DETAIL



1 INCH = 10 FEET

DEVELOPMENT AGREEMENT
BY AND BETWEEN
CITY OF WHITE BEAR LAKE
AND
GREENHALO BUILDS, LLC
FOR
ROONEY 2nd ADDITION

This document drafted by:

Kennedy & Graven, Chartered
150 South Fifth St., Suite 700
Minneapolis, MN 55402
(612) 337-9300

**CITY OF WHITE BEAR LAKE
RAMSEY COUNTY, MINNESOTA**

DEVELOPMENT AGREEMENT
(Private Design/Private Construction)
(Rooney 2nd Addition)

THIS DEVELOPMENT AGREEMENT (“**Agreement**”) is made and entered into this ____ day of _____ 2022, by and between the City of White Bear Lake, a municipal corporation organized under the laws of the State of Minnesota (“**City**”), and GreenHalo Builds, LLC, a Minnesota limited liability company (“**Developer**”).

RECITALS

- A. The Developer is the fee owner of certain land in the City containing approximately 4.6 acres and legally described on Exhibit A attached hereto (the “**Property**”).
- B. On December 8, 2020, the City approved a preliminary plat application to subdivide the Property into nine (9) single-family lots and one (1) outlot (the “**Subdivision**”) via Resolution No. 12690.
- C. On January 11, 2022, the City approved the Developer’s final plat application for the Subdivision via Resolution No. _____. Resolution Nos. 12690 and _____ shall be collectively referred to herein as the “City Approvals.”
- D. A condition of the City Approvals is that the Developer enter into this Agreement stipulating the terms and conditions related to the development, including, but not necessarily limited to, the installation of street, storm sewer, water, sewer, and other public improvements and the development and maintenance of certain on-site improvements hereinafter described.
- E. The Developer shall develop the Subdivision in conformance with this Agreement, including the final plans and specifications that are reviewed and approved by the City, subject to any changes and modifications as authorized or otherwise expressly provided herein.

AGREEMENT

In consideration of the mutual covenants and obligations contained herein, and intending to be legally bound, the parties hereby agree as follows:

- 1. Incorporation. The foregoing recitals, all exhibits attached to this Agreement, and the City Approvals are hereby incorporated into and made a part of this Agreement as if fully set forth herein. All express conditions contained in the City Approvals shall be considered express conditions of this Agreement, provided, however, that if any such conditions contained in the City Approvals conflict with any terms or conditions of this Agreement, the terms or conditions of this Agreement shall prevail.
- 2. Definitions. For the purposes of this Agreement, the following terms shall have the meaning

given them in this section.

- (a) “Plan A Activities” shall mean certain private improvements and other necessary activities associated with the Subdivision improvements, which shall be approved by the City’s engineer and constructed, installed, repaired, and/or maintained, as the case may be, by the Developer at the Developer’s sole expense. Although certain private improvements contained within the Plan A Activities will ultimately be owned and maintained by the Developer or its successor(s) in interest, the construction, ongoing maintenance, restoration, and repair work related to all such Plan A Activities shall be the Developer’s obligation throughout construction of individual lots within the Subdivision. An itemized list of all Plan A Activities requiring a financial security is contained on Exhibit B attached hereto.
 - (b) “Plan B Improvements” shall mean the public improvements to be designed by the Developer, reviewed and approved by the City’s engineer, constructed and installed by the Developer at the Developer’s sole expense, accepted by the City following satisfactory completion, and owned and maintained by the City after such acceptance, all in accordance with this Agreement and as identified on Exhibit C attached hereto.
3. Plan Approval. Before proceeding with any construction within the Subdivision, the Developer shall submit to the City all required plans and specifications and associated documentation outlining the development, including all Plan A Activities and Plan B Improvements for review and approval by the City and its engineer. Any modifications to said plans and specifications required by the City shall be adhered to by the Developer and the final City-approved plans and specifications (the “Plans”) shall by operation of contract be incorporated into this Agreement as if fully set forth herein. All construction within the Subdivision shall be in full conformance with the approved Plans and the City Approvals. The Plan B Improvements shall be constructed to all City standards and requirements for publicly owned and operated infrastructure, in the sole discretion of the City engineer, and the Plans shall only be carried out by the Developer after they are approved, in writing, by the City engineer. It is expressly understood by the parties that no permits for any work within the Subdivision shall be issued or carried out until the Plans are reviewed and approved by the City.
4. Plan A Activities. The Developer will construct and install certain private improvements and perform other on-site work at its sole expense, and during construction of the individual lots within the Subdivision, shall be solely responsible for all ongoing maintenance, restoration, and repair work related thereto, all of which is itemized in Exhibit B attached hereto, according to the following terms and conditions:
 - (a) General. All Plan A Activities shall be consistent with the Plans.
 - (b) Adherence to Land Disturbance Plan. The Developer shall do all applicable site grading, including building sites, common greenway and open spaces, storm water storage ponds and surface drainage ways, private driveways and sodding of boulevards in accordance with an approved land disturbance plan. The land disturbance plan shall be prepared by the Developer in accordance with all City requirements. No land disturbing activity shall be done without required permitting.

- (c) Erosion Control. The Developer shall control soil erosion and sedimentation in accordance with City requirements, ensuring that:
- (1) All development shall substantially conform to the natural limitations presented by the topography and soil of the Property in order to create the best potential for preventing soil erosion. The Developer shall also submit as part of the Plans a storm water pollution prevention plan as part of its land disturbance plan, containing a temporary erosion control plan, a permanent erosion control plan, and a project narrative, detailing all erosion control measures to be implemented before, during, and after construction. Said plan shall be revised as necessary and approved by the City as part of Plan review to conform to the erosion and sediment control needs for the most current site conditions.
 - (2) Erosion and sediment control measures shall be coordinated throughout all stages of development of the Subdivision. Appropriate control measures as reasonably required by the City shall be installed prior to and maintained during development, as necessary, to control erosion. The City may require that any of said control measures be re-installed if they fail, in the City's sole discretion, during development.
 - (3) Land shall be developed in increments of workable size such that adequate erosion and sediment controls can be provided as construction progresses. The smallest practical area of land shall be exposed at any one period of time. The Developer must submit a phasing plan, as part of its land disturbance plan, containing the phasing limits for land disturbing activities, and said plan must be approved by the City as part of Plan review before any construction commences.
 - (4) Where topsoil is removed, sufficient arable soil shall be set aside for re-spreading over the development area. The topsoil shall be restored to a depth of at least four (4) inches and shall be of a quality at least equal to the soil quality prior to development. On a lot-by-lot basis, the Developer shall provide the City with written verification that the topsoil equal to the soil quality prior to development has been placed on each respective lot. Site inspections will be completed by the City to ensure the required topsoil is provided and compliance with this paragraph shall be secured via the Plan A Security, as defined herein.
 - (5) After site grading is complete, the Developer shall make all necessary adjustments to the curb stops, gate valves, and metal castings to bring them flush with the topsoil.
- (d) Monumentation. The Developer shall place iron monuments at all lot and block corners and at all other angle points on boundary lines. Iron monuments shall be placed after all site and right-of-way grading has been completed in order to preserve the lot markers for future property owners.

- (e) Required Approvals. In addition to review and approval of the Plans, the Developer shall be responsible for securing all other necessary approvals and permits for all Plan A Activities from all appropriate federal, state, regional, and local jurisdictions prior to the commencement of any further site grading or construction and prior to awarding construction contracts.
- (f) Landscaping; Trees. The Developer shall comply with the provisions of White Bear Lake City Code regarding landscaping and tree replacement. A detailed landscaping plan shall be approved by City staff as part of the Plans and followed, except as modified by any City Council-imposed conditions of approval. This shall include, but not necessarily be limited to, at least one tree per lot planted within the boulevard and any other replacement required pursuant to the City's standards. All landscaping and tree maintenance shall be the responsibility of the Developer or its successor(s) in interest, even in the case of landscaping and trees that are located within the public right-of-way. At the request of the City, the Developer shall provide a warranty that all vegetation is guaranteed for survivability for one year from the time of planting, in a form acceptable to the City.
- (g) Boulevards. Property owners shall be responsible for maintaining all boulevard turf and landscaping contained within the Subdivision.
- (h) Tree and Debris Removal. The Developer shall remove all dead and diseased trees and all other debris as part of the land disturbance plan which shall be completed prior to the issuance of any building permit.
- (i) Clean-up and Dust Control. The Developer shall be responsible for street maintenance, including curbs, boulevards, and street sweeping until all residential lots are completed with constructed homes. All streets shall be maintained free of debris and soil during said construction. Warning signs shall be placed when hazards develop in streets to prevent the public from traveling on same and directing attention to detours. If and when the street becomes impassible, such streets shall be barricaded and closed.
- (j) Retaining Walls. Any retaining walls that are located within any individual single-family lot shall be maintained, repaired, and managed by the individual property owner.
- (k) Existing Freestanding Sign. The existing freestanding sign located on the Property shall be relocated to meet current setback requirements in the City or, in the alternative, removed from the Property entirely.
- (l) Inspection. All of the Plan A Activities shall be under and subject to the inspection and approval of the City and, where appropriate, any other governmental agency having jurisdiction.
- (m) Faithful Performance of Construction Contracts and Letters of Credit. The Developer shall fully and faithfully comply with all terms and conditions of any and all contracts entered into by the Developer for all Plan A Activities, including this Agreement.

Concurrently with the execution of this Agreement by the Developer, the Developer will furnish to, and at all times thereafter maintain with the City, a cash deposit, check, or irrevocable letter of credit (the "Plan A Security") amounting to one hundred twenty-five percent (125%) of the total estimated cost of Plan A Activities, as detailed in Exhibit B attached hereto. If the Developer provides an irrevocable letter of credit, it shall be issued by a bank determined by the City to be solvent and creditworthy, shall be approved in form by the City Attorney, shall be for the exclusive use and benefit of the City, and it shall state thereon that the same is issued to guarantee and assure performance by the Developer of all the terms and conditions of this Agreement and performance of all required activities in accordance with this Agreement. In the event of a default by Developer, the City reserves the right to draw, in whole or in part, on any portion of the Plan A Security as necessary to fully reimburse the City for (i) any amounts related to the Plan A Activities then due from Developer to the City hereunder and (ii) any costs or expenses incurred by the City in curing such default regarding the Plan A Activities. An irrevocable letter of credit shall be renewed or replaced by not later than 60 days prior to its expiration with a like security that meets all City requirements; and if not so renewed or replaced, the City may declare the Developer in default hereunder and exercise its rights and remedies and may draw on said security.

- (n) Reduction or Release of Plan A Security. The Developer may request a pro rata reduction of the Plan A Security, and said reduction shall be determined based on the number of certificates of occupancy issued within the Subdivision at the time of the requested reduction over the total number of residential lots contained in the Subdivision; provided, however, that in no event shall the Plan A Security be less than \$10,000 until its full release in accordance with this Agreement. The City shall maintain the right, in its sole discretion, to delay approval of any such reduction requested between November 1 and April 30 of any calendar years.

The City will process the full release of the Plan A Security upon the earlier of the following: (a) completion and construction (including certificate of occupancy) of seven homes within the Subdivision; or (b) five years from the effective date of this Agreement. The City may, in its sole discretion, delay the release of the Plan A Security for one additional year upon written notice to the Developer, if said written notice is delivered prior to four years after the effective date of this Agreement.

5. Plan B Improvements.

- (a) General. The Plan B Improvements, as described above and detailed on Exhibit C attached hereto, shall be constructed and installed by the Developer according to the terms, conditions, and specifications of the City. All Plan B Improvements shall be consistent with the Plans, which again, when approved by the City, are incorporated into this Agreement as if fully set forth herein. The Developer shall pay the entire cost of preparing the plans and specifications and the construction and installation of Plan B Improvements. It is distinctly understood and agreed that all work covered by this Agreement shall be done at no expense to the City.

- (b) Approvals. In addition to City review and approval of the Plans, the Developer shall be responsible for securing all other necessary approvals and permits from all appropriate Federal, State, regional, and local jurisdictions prior to the commencement of construction of the Plan B Improvements.
- (c) Easements. The Developer shall obtain or provide all necessary utility and/or roadway easements necessary for the Plan B Improvements.
- (d) Security of Developer's Performance. Concurrently with the execution of this Agreement by the Developer, the Developer shall provide the City with a financial security in the form of a cash escrow deposit, check, or irrevocable letter of credit (the "Plan B Security") amounting to one hundred twenty-five percent (125%) of the total estimated cost of Plan B Improvements, as provided in Exhibit C attached hereto. The Plan B Security shall be subject to City review and approval. If the Developer provides an irrevocable letter of credit, it shall be issued by a bank determined by the City to be solvent and creditworthy, it shall meet all requirements of the City Attorney and be for the exclusive use and benefit of the City, and it shall state thereon that the same is issued to guarantee and assure performance by the Developer of all the terms and conditions of this Agreement and construction of all required improvements in accordance with the ordinances and specifications of the City. In the event of a default by Developer hereunder, the City reserves the right to draw, in whole or in part, on any portion of the Plan B Security as necessary to fully reimburse the City for (i) any amounts related to the Plan B Improvements then due from Developer to the City hereunder, (ii) any costs or expenses incurred by the City in curing such default regarding the Plan B Improvements, and (iii) any other obligation of the Developer under this Agreement, including but not limited to, the obligation to pay City costs contained in Section 6(b). The Plan B Security shall be renewed or replaced by not later than 60 days prior to its expiration with a like security that meets all City requirements; and if not so renewed or replaced, the City may declare the Developer in default hereunder and exercise its rights and remedies and may draw on said security. The Plan B Security shall be for the exclusive use and benefit of the City in the City's sole discretion.

Upon at least ten days' prior written notice to the Developer, the Plan B Security may also be drawn upon to reimburse the City for its expenses incurred, including expenses for consultants related to the Subdivision and for any other cost incurred as a part of the engineering review of plans and specifications or engineering inspections during construction required under section 5(e) of this Agreement.

The Developer may request reduction of the Plan B Security based upon prepayment or the value of the completed Plan B Improvements at the time of the request. The amount of reduction will be determined by the City, in the City's sole discretion. In no event shall the Plan B Security be less than five percent (5%) of the original amount until all Plan B Improvements have been constructed, approved and accepted by the City. The City will process the full release of the Plan B Security within a reasonable time after completion and acceptance of the Plan B Improvements, as determined by

the City Engineer.

- (e) City Inspections; Costs. The City will provide for general inspection and shall be notified of all tests to be performed. It is agreed that the estimated cost thereof, along with all charges of the City for legal, planning, engineering services, financial, fiscal, including inspection, supervision, and administration costs related to the Plan B Improvements and this Agreement, all of which shall be billed at the City's established rates for such services, shall be paid by the Developer to the City in accordance with Section 6(b) of this Agreement.
- (f) Progress Schedule. The Developer shall submit in written form the progress schedule and the schedule for order of completion of the Plan B Improvements. Pursuant to Section 6(f) of this Agreement, all Plan B Improvements shall be completed by the Developer within 18 months of the execution of this Agreement. Upon receipt of written notice from the Developer of the existence of causes over which the Developer has no control which will delay the completion of the work, the City Council, at its discretion, may extend the date herein specified for completion and any security required shall be continued by the Developer to cover the work during said extension. Copies of all accepted bids, change orders, contracts, progress payment verification, suppliers, subcontractors, etc. shall be forwarded to the City Engineer.
- (g) Contractor; Work and Materials. The Developer agrees to furnish to the City a list of contractors being considered for retention by the Developer for the performance of the work required herein. The City reserves the right to preclude the use of any contractor when that contractor has had a poor performance history within the City, as solely determined by the City, or is otherwise deemed by City staff as not responsible.

The Developer shall not do any work or furnish any materials not covered by the Plans for which reimbursement is expected from the City, unless such work is first ordered in writing by the City Engineer as provided in the specifications. Any such work or materials which may be done or furnished by the Developer without such written order first being given shall be at its own risk, cost, and expense, and the Developer hereby agrees that without such written order it will make no claim for compensation for work or materials required.

In case any material or labor supplied by the Developer shall be rejected by the City Engineer or his designated representative as defective or unsuitable, then such rejected material shall be removed and replaced with approved material and the rejected labor shall be done anew to the specifications and approval of the City Engineer and at the sole cost and expense of the Developer.

- (h) Final Inspection. Upon completion of the Plan B Improvements, the City Engineer, or its designated representative, a representative of the Developer's contractor, and a representative of the Developer's engineer will make final inspection of the Plan B Improvements. Before final payment is made to the Developer's contractor by the Developer, the City Engineer shall verify in writing that all work is satisfactorily

completed in accordance with the approved plans and specifications; and the Developer's Engineer shall submit a written statement attesting to same. Upon then making final payment to its contractor, the Developer shall submit certification to the City that the project is free of claims, liens, and any other encumbrances. It is specifically understood by the parties that final approval and acceptance of the Plan B Improvements shall occur upon the full release of the Plan B Security by the City.

- (i) Warranty. The Developer agrees to require its contractor to provide a warranty bond against defects in labor and materials for the Plan B Improvements for a period of two years from the date of their acceptance by the City. During such period, the Developer agrees to repair or replace any improvement, or portion or element thereof, which shows signs of failure, normal wear and tear excepted. A decision regarding whether an element shows signs of failure shall be made by the City in the reasonable exercise of its judgment. If the Developer fails to repair or replace a defective Plan B Improvement during the warranty period, the City may also repair or replace the defective portion and the Developer agrees to reimburse the City fully for the cost of said repair or replacement. Such reimbursement must be made within 45 days of the date upon which the City notifies the Developer of the cost due under this paragraph. If the Developer fails to make required payments to the City, the Developer hereby consents to the City levying special assessments for any unreimbursed amount associated with such costs against the lots within the Subdivision except those which have been sold to homeowners. The Developer, on behalf of itself and its successors and assigns, acknowledges the benefit to the lots within the Subdivision of the repair or replacement of the Plan B Improvements and hereby consents to such assessment and waives the right to a hearing or notice of hearing or any appeal thereon under Minnesota Statutes, Chapter 429. The Developer agrees any amounts the City does not recover through the special assessment process constitute an unpaid service charge the City may collect pursuant to Minnesota Statutes, section 366.012, which is available to the City under Minnesota Statutes, section 415.01, subdivision 1 by certifying it for collection on any property owned by the Developer. The City also utilize any authority available to it under law to recover its costs, including all professional fees and collection costs.
- (j) Irrigation Systems. Irrigation systems installed within City right-of-way are solely the property, responsibility, and risk of the Developer or successor individual homeowners. The City shall not be responsible or liable for any damage or relocation as a result of City use of or future changes in the right-of-way. During construction of Plan B improvements, the City agrees to provide Developer written notice of any right of way changes.

6. Additional Provisions.

- (a) Utilities. In accordance with the City's Fee Ordinance, each lot will pay required City permit and connection fees along with the Metropolitan Council's SAC charge.

Additionally, the existing septic system presently located on what will be Lot 3, Block

1 of the Subdivision shall be removed and disconnected pursuant to any state and local requirements and appropriate connections to public utilities shall be made.

- (b) Payment of City Costs. The Developer agrees to reimburse the City its actual costs regarding: (i) preparing and administering this Agreement and all other documents, permits, and applications related thereto; (ii) and processing the plat and subdivision approvals relating to the Property. In addition to and without limitation of the foregoing, the costs to be reimbursed by the Developer to the City shall include, but not be limited to, attorneys' fees, engineering fees, inspection fees, and the costs and fees of other technical and professional assistance (including but not limited to the cost of City staff time) incurred or expended by the City on activities arising out of this Agreement, the improvements and activities outlined herein, and other undertakings related thereto. All costs required to be paid or reimbursed by the Developer to the City pursuant to this section 6(b) or otherwise in this Agreement, shall first be paid from a cash escrow in the amount of \$2,500, which shall be provided to the City on or before the date this Agreement is executed. Upon written notification, the Developer shall within 15 days submit additional amounts to the escrow to reimburse any additional charges. Likewise, upon completion of the project, the City shall refund any remaining balance to the Developer within a reasonable amount of time.

The Developer shall also pay a fee for City construction observation and administration relating to the Developer's obligations herein. Construction observation shall include inspection of all the Plan B Improvements and Plan A Activities. In order to reimburse the City for the reasonable cost of inspection, the Developer shall deposit an additional \$10,000 into an escrow account with the City, which shall receive and hold such funds solely under the terms of this Agreement. The City shall reimburse itself for expenses from the escrow and will provide the Developer with a copy of any invoice from the City Engineer or evidence of other cost or expense attributed to the escrow prior to deducting such funds from the escrow. If any funds held under this escrow exceed the amount necessary to reimburse the City for its costs under this section, such funds shall be returned to the Developer without interest. If it appears that the actual costs incurred will exceed the estimate, the Developer and the City shall review the costs required to complete the project and the Developer shall deposit additional sums with the City.

In the event City does not recover its costs under the provisions of this Agreement, as an additional remedy, the City may, at its option, assess the Property in the manner provided by Minnesota Statutes, Chapter 429, and the Developer hereby consents to the levy of such special assessments without notice or hearing and waives its rights to appeal such assessments pursuant to Minnesota Statutes, Section 429.081, provided the amount levied does not exceed the expenses actually incurred by the City. Further, the City may, at its option, as an additional remedy, recover expenses actually incurred by the City as service charges, in the manner provided by Minnesota Statutes, Section 415.01, 366.011 and 366.012, and the Developer hereby consents to the levy of such assessments without notice or hearing and waives all rights to appeal such assessments pursuant to such Minnesota Statutes, provided the amount levied does not exceed the expenses actually incurred by the City pursuant to this Agreement.

This section 6(b) shall survive termination of this Agreement and shall be binding on the Developer regardless of the enforceability of any other provision of this Agreement.

- (c) Outlot A; Conveyance. Prior to the City's release of the final plat for recording, the Developer shall execute a quit claim deed conveying Outlot A to the City, in the general form attached hereto as Exhibit D, which shall be recorded immediately following the final plat. The City grants to the Developer a license to enter onto said Outlot A to the extent reasonably necessary to construct any of the Plan B Improvements located thereon, including, but not necessarily limited to, the stormwater pond serving the Subdivision and all appurtenances, and said license shall automatically expire upon completion and acceptance of all such Plan B Improvements.
- (d) Real Estate Taxes. Prior to the release of the final plat for recording, the Developer shall pay all real estate taxes associated with the Property and owed for the year in which this plat is recorded, and the Developer shall provide proof to the City of such payment. If the Developer is required to convey any property to the City after July 1 of any calendar year, it shall be solely responsible for all real estate taxes owed on said property through the following calendar year.
- (e) Title Work/Consent/Attorney Review. Prior to recording the final plat with Ramsey County, the Developer shall provide an updated and certified Abstract of Title and/or Registered Property Abstract as required by Minnesota Statutes, section 505.03, or in the alternative, the Developer must provide a Commitment for a Title Insurance Policy for the Property naming the City as the proposed insured and with the amount of coverage for this policy being equal to \$100,000.00. The above-referenced title work shall identify any other entity with a legal interest in the Property, including but not limited to any entity with a mortgage interest, easement interest, etc. Prior to recording the Plat with Ramsey County, the Developer agrees to provide the City with a signed consent from any other entity with a legal interest in the Property, including but not limited to any entity with a mortgage interest.

The above-mentioned evidence of title shall also be subject to the review and approval of the City Attorney to determine what entities must execute the final plat and other documents to be recorded against the Property. In the event the Developer provides the City with a Commitment for a Title Insurance Policy, the Developer shall cause a Title Insurance Policy to be issued consistent with the Commitment for a Title Insurance Policy provided by the Developer and the requirements of the City Attorney and with an effective date on which the plat is recorded (the City will not issue any building permits or certificates of occupancy until it is provided with said Title Insurance Policy). Further, the Developer shall provide the City with evidence, which sufficiency shall be determined by the City, in its sole discretion, that all documents required to be recorded pursuant to this Agreement and by the City Attorney are recorded and all conditions for release of the plat have been met prior to the City processing or approving any building permits or other permits applicable to the development of the Property.

The City Council's approval of the final plat contemplated by the approving resolution and this Agreement is subject to the Developer's compliance with this section 6(d).

- (f) Quality of Work. All labor and work related to the Plan A Activities and the Plan B Improvements shall be done and performed in the best and most workmanlike manner and in strict conformance with the approved plans and specifications on file with the City Engineer. No deviations from any approved plans and specifications will be permitted unless approved in writing by the City Engineer.
- (g) Timelines. Construction and installation of the improvements by the Developer, as required throughout this Agreement, shall be completed in accordance with any timelines specified on the City-approved plans and specifications. All Plan B Improvements shall be completed within 18 months of the execution of this Agreement.
- (h) Additional Requirements. Unless expressly agreed to by the City in writing, the development of the Subdivision shall adhere to the City's Fire Memo, dated August 20, 2020, and the City's Engineering Memo, dated November 6, 2020, which are both incorporated into this Agreement as if fully set forth herein.
- (i) Damage to Public Facilities. The Developer shall take reasonable care in carrying out the construction activities to ensure that damage does not occur to the water, sanitary sewer, and storm sewer systems or to public roadways, sidewalks, trails, or other public ways. Until acceptance thereof by the City, the Developer shall be financially responsible for the cost of protecting said facilities and of their repair and replacement if necessary.
- (j) City's Access. The Developer hereby grants the City, its agents, employees, officials and contractors a non-revocable license to enter the Property to perform all work and inspections deemed appropriate by the City related to this Agreement.
- (k) Indemnification. Notwithstanding anything to the contrary in this Agreement, the City, its officials, agents, and employees shall not be liable or responsible in any manner to the Developer, Developer's successors or assigns, the Developer's contractors or subcontractors, material suppliers, laborers, or to any other person or persons for any claim, demand, damage, or cause of action of any kind or character arising out of or by reason of the execution of this Agreement or the performance and completion of this Agreement and the improvements outlined herein. The Developer, and the Developer's successors or assigns, agree to protect, defend and save the City, and its officials, agents, and employees, harmless from all such claims, demands, damages, and causes of action and the costs, disbursements, and expenses of defending the same, including but not limited to, attorney fees, consulting engineering services, and other technical, administrative or professional assistance. Nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation on liability to which the City is entitled under Minnesota Statutes, chapter 466, or otherwise.

(l) Parking and Storage. The Developer agrees to provide adequate parking and storage area for workers, equipment, construction materials, or other items associated with the improvements contemplated under this Agreement. Existing developed public roadways or rights-of-way shall not be utilized for these purposes except as allowed by the City in writing. All construction vehicles and other large equipment shall be parked safe distances from occupied lots and in a manner that does not become a public nuisance. The Developer and any other entity responsible for any construction-related activities within the Subdivision shall promptly adhere to any written direction from City staff related to the parking and storage of vehicles, large equipment and other construction materials.

(m) Recording; Binding Effect. This Agreement shall be recorded by the Developer immediately following the final plat (or earlier if requested by the City) and prior to any lien or encumbrance being placed upon the Property, and all recording fees shall be paid by the Developer. All terms and provisions of this Agreement shall be binding upon and inure to the benefit of the heirs, representatives, successors, and assigns of the parties hereto and shall be binding upon all future owners of all or any part of the Subdivision and shall be deemed covenants running with the land. References herein to the Developer, if there be more than one, shall mean each and all of them. The terms and provisions of this Agreement shall not be binding upon the owners of individual units, and shall not be deemed to run with the title of the individual units of the development. This provision does not release any future developer or the Developer's successors or assigns from the terms and provisions of this Agreement. In the event that the Developer reasonably believes it necessary to file or record evidence that a particular unit or lot is not bound by the terms of this Agreement, the City Administrator shall be authorized to execute the necessary documents to reflect this on behalf of the City.

(n) Incorporation by Reference. All plans, special provisions, proposals, specifications, and contracts for the improvements furnished and let pursuant to this Agreement shall be and hereby are made part of this Agreement by reference as fully as if set out herein in full.

(o) Notice. Any notice or correspondence to be given under this Agreement shall be deemed to be given if delivered personally or mailed postage prepaid, certified mail, return mail requested:

a) as to Developer: GreenHalo Builds, LLC
610 Main Street North, Ste. 111
Stillwater, MN 55082
Attn: John Sharkey

b) as to City: City of White Bear Lake
4701 Highway 61
White Bear Lake, MN 55110
Attn: Paul Kauppi

w/ a copy to: Kennedy & Graven, Chartered
150 South Fifth Street, Suite 700
Minneapolis, MN 55402
Attn: Troy Gilchrist

Or at such other address as either party may from time to time notify the other in writing in accordance with this paragraph.

- (p) Notice/Remedies on Default or Violation of this Agreement. Whenever any event of default or failure to conform to the terms and conditions of this Agreement occurs, the City shall give written notice of the event of default or failure to perform to the Developer by United States Mail at its last known address. If the Developer fails to cure the event of default or failure to perform within 30 days after the date of the mailed notice, in addition to any other remedy provided in this Agreement or elsewhere and without waiver of any such right, the City may avail itself of any or all of the following remedies for as long as the Developer is in default:
- (1) Halt all development work and construction of improvements until such time as the event of default is cured.
 - (2) Suspend the issuance of or decline to issue building permits as to any lot until such time as the event of default is cured.
 - (3) Apply to a court of competent jurisdiction to enjoin continuation of the event of default.
 - (4) If the event of default is a failure of the Developer to complete, construct, install, or correct the development improvements in accordance with the plans and specifications and this Agreement, or complete any of the other activities required hereunder, the City may perform the work and the Developer shall reimburse the City for its expenses incurred, including by way of the financial securities required herein. This provision shall be a license granted by the Developer to the City to act, but shall not require the City to take any such action. The Developer consents to such an action by the City and waives any claims Developer may have against the City for damage in the event the City exercises its rights in accordance with this provision.
 - (5) Terminate this Agreement by written notice to Developer, at which time all terms and conditions as contained herein shall be of no further force and effect and all obligations of the parties imposed hereunder shall be null and void.
 - (6) Draw upon and utilize Developer's funds and/or security in order to cover the costs of the City in order to correct the event of default.
- (q) Plat Clean-up. The parties to this Agreement acknowledge that various potential clean-

up issues associated with the final plat of the Subdivision may need to occur. The Developer agrees to undertake, assist with and resolve such issues as directed by the City. The Developer and the City agree to cooperate with each other and their representatives regarding any reasonable requests made subsequent to the execution of this Agreement to revise or correct any errors in the final plat and to provide any and all additional documentation deemed necessary by either party to effectuate such revisions or corrections to the plat.

- (r) Park Dedication. In order to satisfy the park dedication requirements for the Subdivision, a cash-in-lieu park dedication fee of \$10,800.00 shall be paid to the City. The Developer shall pay said fee upon the issuance of each building permit issued for the Subdivision (\$1,200 for the nine single-family lots owed at the time of issuance of each building permit).

- (s) Miscellaneous.
 - (1) The Developer warrants that all work performed pursuant to this Agreement shall be in compliance with all existing laws, ordinances, pertinent regulations, standards, and specifications.
 - (2) Third parties shall have no recourse against the City under this Agreement.
 - (3) Breach of any one or more terms of this Agreement by the Developer shall be grounds for denial of building permits, including lots sold to third parties.
 - (4) Wherever possible, each provision of this Agreement and each related document shall be interpreted so that it is valid under applicable law. If any provision of this Agreement or any related document is to any extent found invalid by a court or other governmental entity of competent jurisdiction, that provision shall be ineffective only to the extent of such invalidity, without invalidating the remainder of such provision or the remaining provisions of this Agreement or any other related document.
 - (5) No failure by any party to insist upon the strict performance of any covenant, duty, agreement, or condition of this Agreement or to exercise any right or remedy consequent upon a breach thereof, shall constitute a waiver of any such breach of any other covenant, agreement, term, or condition, nor does it imply that such covenant, agreement, term or condition may be waived again. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing and signed by the parties. The City's failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.
 - (6) Each right, power or remedy herein conferred upon the City is cumulative and in addition to every other right, power or remedy, express or implied, now or hereafter arising, available to the City, at law or in equity, or under any other agreement, and

each and every right, power and remedy herein set forth or otherwise so exciting may be exercised from time to time as often and in such order as may be deemed expedient by the City and shall not be a waiver of the right to exercise at any time thereafter any other right, power or remedy.

- (7) This Agreement, together with the exhibits hereto, which are incorporated by reference, constitutes the complete and exclusive statement of all mutual understandings between the parties with respect to this Agreement, superseding all prior or contemporaneous proposals, communications, and understandings, whether oral or written, pertaining to the subject matter of this Agreement.
- (8) The Developer may not assign any of its obligations under this Agreement without the prior written consent of the City.
- (9) The Developer agrees to pay the City's costs and expenses, including attorney fees, in the event a suit or action is brought by the City against the Developer to enforce the terms of this Agreement and the City prevails. Likewise, The City agrees to pay the Developer's costs and expenses, including attorney fees, in the event a suit or action is brought by the Developer against the City to enforce the terms of this Agreement and the Developer prevails.
- (10) No official, agent or employee of the City shall be personally liable to Developer, or any successor in interest, in the event of any default or breach by the City on any obligation or term of this Agreement.
- (11) Data provided to the Developer or received from the Developer under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.
- (12) This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.
- (13) This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

[signature pages to follow]

IN WITNESS WHEREOF, the City and the Developer have caused this agreement to be duly executed on the day and year first above written.

CITY OF WHITE BEAR LAKE:

By: _____
Daniel Louismet
Its: Mayor

By: _____
Lindy Crawford
Its: City Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this ____ day of _____, 2022, by Daniel Louismet and Lindy Crawford, the Mayor and City Manager respectively of the City of White Bear Lake, a municipal corporation of the State of Minnesota, on behalf of the municipal corporation.

Notary Public

EXHIBIT A
Legal Description of Property

The land to which this Developer's Agreement applies is located in Ramsey County, Minnesota and legally described as follows:

Lot 14 and 15 Elmwood Garden Farms, Lying South of the South line of Parcel 16, MnDOT ROW Plat No. 62-3, and lying North of the following described line: beginning at a point on the West line of said lot 15 distant 675.30 feet Northerly of the Southwest corner of said lot 15, thence on a straight line to a point on the East line of said lot 14 distant 675.33 feet Northerly of the Southeast corner of said lot 14 and there terminating, all in Elmwood Garden Farms.

Torrens Property
PID No. 353022220090

[to be platted as Lots 1 through 9, Block 1, and Outlot A, Rooney 2nd Addition, Ramsey County, Minnesota.]

EXHIBIT B
Plan A Activities

Plan A Activities	Construction Costs
1) EOF Protection and Restoration	\$ 1,000
2) Street Signs	\$ 1,000
3) Street Sweeping / Construction Entrance	\$ 5,000
4) Erosion Control	\$ 5,000
5) Tree Protection	\$ 5,600
6) Utility Protection and Repair	\$ 5,000
7) Street Protection and Repair	\$ 10,000
8) Site Grading and Restoration	\$ 25,000
9) Pond / Infiltration Basin Protection and Restoration	\$ 5,000
	<hr/>
Estimated Activity Costs	\$ 62,600
25% Contingency	\$ 15,650
Security Required	\$ 78,250

EXHIBIT C

Plan B Improvements

The following Plan B Improvements will be constructed by the Developer. The improvements will be constructed at the Developer's expense. The following improvements under Plan B will be constructed according to the terms, conditions, and specifications of the City as outlined in this Agreement.

Plan B Improvements	Construction Costs
1) Sanitary Sewer	\$ 61,100
2) Water Main	\$ 94,100
3) Storm Sewer	\$ 76,300
4) Storm Water Pond / Infiltration Area	\$ 7,900
5) Street Improvements	\$ 70,400
	<hr/>
Estimated Construction Costs	\$ 309,800
25% Contingency	\$ 77,450
Security Required	\$ 387,250

EXHIBIT D

Form of Quit Claim Deed

(Top 3 inches reserved for recording data)

QUIT CLAIM DEED

eCRV number: _____

DEED TAX DUE: \$1.65*

DATE: _____, 2022

FOR VALUABLE CONSIDERATION, GreenHalo Builds, LLC, a Minnesota limited liability company ("**Grantor**"), hereby conveys and quitclaims to the City of White Bear Lake, a Minnesota municipal corporation ("**Grantee**"), real property in Ramsey County, Minnesota, legally described as follows:

Outlot A, Rooney Second Addition, according to the recorded plat thereof

*The consideration for this transfer is less than \$500.

Check here if all or part of the described real property is Registered (Torrens)

together with all hereditaments and appurtenances belonging thereto.

Check applicable box:

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: [...].)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor
GreenHalo Builds, LLC,

By: _____

Its: _____

State of Minnesota, County of Ramsey

The foregoing instrument was acknowledged before me this ____ day of _____, 2022, by _____, the _____ of GreenHalo Builds, LLC, a Minnesota limited liability company, on behalf of the company.

(Stamp)

(signature of notarial officer)

Title (and Rank): _____

My commission expires: _____

(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:

Kennedy & Graven, Chartered
150 South 5th Street, Suite 700
Minneapolis, MN 55402
(612) 337-9300

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN
THIS INSTRUMENT SHOULD BE SENT TO:

City of White Bear Lake
4701 Highway 61
White Bear Lake, MN 55110



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and Council
From: Lindy Crawford, City Manager
Date: January 11, 2022
Subject: Election of Chair of the City Council

SUMMARY

The City Council will elect a Chair of the City Council to serve for the next two years.

BACKGROUND INFORMATION

Section 4.13 of the City Charter provides that the City Council shall, at its first regular meeting of January following a municipal election, elect one of its members as Chair of the City Council.

The Chair of the City Council shall preside over the meetings of the Council in the absence of the Mayor and shall appoint committees of the City Council. Further, the Chair of the City Council shall, under the title of Acting Mayor, assume, exercise and perform all the powers and duties of the Mayor during the Mayor's temporary absence or disability. As a result of a 2017 amendment to the City Charter, the Chair shall also maintain the right and authority to vote on all motions, resolutions and ordinances considered by City Council when serving as Acting Mayor.

The current Chair of the City Council is Councilmember Edberg.

RECOMMENDATIONS

Staff recommends the City Council adopt the resolution establishing the Council Chair for years 2022 and 2023.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION ELECTING THE CHAIR OF THE
WHITE BEAR LAKE CITY COUNCIL**

BE IT RESOLVED by the City Council of the City of White Bear Lake that pursuant to the City's Charter, Councilmember _____ is hereby elected Chair of the City Council for the term January 11, 2022 through January 9, 2024.

The foregoing resolution, offered by Councilmember _____, and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and Council
From: Lindy Crawford, City Manager
Date: January 11, 2022
Subject: Appointment of City Council representatives to various organizations

SUMMARY

The City Council will appoint representatives to various organizations.

BACKGROUND INFORMATION

Annually, the Mayor and City Council designate representatives to various organizations of which the City is a member. With the exception of Ramsey County's Rush Line Task Force, which is no longer convening, 2021 Council representatives were as follows:

<u>Organization</u>	<u>Representative</u>	<u>Alternate</u>
Ramsey County League of Local Governments	Doug Biehn	Steven Engstran
Vadnais Lake Area Water Management Organization	Dan Jones	Bill Walsh
Ramsey County Dispatch Policy Committee	Doug Biehn	Dan Jones
Northwest Youth and Family Services	Bill Walsh	n/a
Ramsey/Washington Suburban Cable Commission	Bill Walsh	n/a
*Housing and Redevelopment Authority	*Council / Commission Members	

The **METRO Purple Line Corridor Management Committee** is a newly created advisory committee by the Metropolitan Council (Met Council). The purpose of the advisory committee is to provide a forum to discuss project development issues and regional decision-making, and advise the Met Council on the final design and construction of the proposed project. Mayor Louismet was recently asked to appoint an elected official and alternate representative to serve on the committee. The deadline to appoint representatives is January 28, 2022.

Descriptions

Ramsey County League of Local Governments – The mission of the RCLLG is to foster cooperation among Ramsey County units of government thereby increasing the effectiveness and efficiency of public service delivery. Typically meetings occur Thursday evenings.

<http://www.mngts.org/rcllg/index.html>

Vadnais Lake Area Water Management Organization – VLAWMO was formed in 1983 to

protect the Vadnais Lake watershed area in northern Ramsey County and a small portion of Anoka County, Minnesota. VLAWMO covers approximately 25 square miles in the northeast metropolitan area. The watershed encompasses the City of North Oaks, and portions of the Cities of White Bear Lake, Gem Lake, Vadnais Heights, Lino Lakes, and White Bear Township. The VLAWMO Board of Directors consists of one elected official from each of the six cities within the watershed.” The VLAWMO Board meets on the 4th Wednesday of every other month at 7:00 p.m. <http://www.vlawmo.org/about>

Ramsey County Dispatch Policy Committee – The Mayor or one member of the City Council may represent the City on the Dispatch Policy Committee. This committee shall assist the County in reviewing, evaluating and making recommendations regarding performance of the Dispatch Center - ensuring that the service meets the needs and expectations of the communities and public safety user agencies. Meetings are scheduled approximately two months in advance based on availability of the group.

Northeast Youth and Family Services – The mission of NYFS is to empower people “to make lasting changes that will benefit them and our community for years to come. NYFS work with youth and family of all ages and abilities but primarily focus is on youth ages 5-21 because an early intervention and a family-based approach to problems can transform lives.” Board meetings are typically held at 7:30 p.m. on the fourth Thursday of every month except November and December.

Ramsey/Washington Suburban Cable Commission (RWSCC) – Through a Joint Powers Agreement (JPA) with Birchwood Village, Dellwood, Lake Elmo, Mahtomedi, North St. Paul, Oakdale, White Bear Township, Willernie and Grant Township, the City of White Bear Lake, each entity is entitled to one representative and one alternate to serve on the Commission. The general purpose of the JPA is to establish an organization to monitor the operation and activities of cable communications, and to coordinate administration, enforcement and renewal of the cable franchises for member entities. Commission meetings are generally held at 5:30 p.m. on the second Thursday of every month.

***Housing and Redevelopment Authority (HRA)** – Pursuant Council Resolution No. 5038, which established the HRA in 1985, members of the HRA shall be appointed by the Mayor and consist of the same five (5) Commission members of the White Bear Lake City Council. The terms of office of these Commission members on the HRA shall coincide with their respective terms in office and shall be certified by the City Clerk to the Department of Employment and Economic Development (MN DEED).

RECOMMENDATIONS

Except for the Housing and Redevelopment Authority, staff recommends the Mayor and City Council appoint members and alternates for each organization, and adopt the resolution appointing City Council representatives and alternates to various committees in 2022.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION APPOINTING CITY COUNCIL REPRESENTATIVES TO
VARIOUS ORGANIZATIONS FOR THE YEAR 2022**

WHEREAS, the City Council provides representation on various organizations on behalf of the City of White Bear Lake; and

WHEREAS, the Mayor and City Council designate representatives and alternates to various organizations every year.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, that the following City Council representatives and alternates be in effect for 2022:

<u>Organization</u>	<u>Representative</u>	<u>Alternate</u>
Ramsey County League of Local Governments		
Vadnais Lake Area Water Management Organization		
Ramsey County Dispatch Policy Committee		
Northwest Youth and Family Services		
Ramsey/Washington Suburban Cable Commission		
METRO Purple Line Corridor Management Committee		

BE IT FURTHER RESOLVED, by the City Council of the City of White Bear Lake, the Mayor hereby appoints all five current City Councilmembers to serve on the Housing and Redevelopment Authority.

The foregoing resolution, offered by Councilmember ___ and supported by Councilmember ___, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk



**MINUTES OF THE MEETING OF THE
HOUSING AND REDEVELOPMENT AUTHORITY
OF WHITE BEAR LAKE, MINNESOTA
HELD ON TUESDAY, DECEMBER 14, 2021**

1. CALL TO ORDER AND ROLL CALL

HRA Chair Doug Biehn convened the meeting of the Housing and Redevelopment Authority at 9:02 p.m. The Clerk took attendance for Members Kevin Edberg, Steven Engstran, Dan Jones and Bill Walsh.

2. APPROVAL OF THE MINUTES

It was moved by Member **Walsh** seconded by Member **Engstran** to approve the Minutes of the January 12, 2021 HRA as presented.

Motion carried unanimously.

3. RESOLUTION NOT WAIVING THE MONETARY LIMITS ON MUNICIPAL TORT LIABILITY ESTABLISHED BY MINNESOTA STATUTES 466.04 FOR HOUSING AND REDEVELOPMENT AUTHORITY

Finance Director Kindsvater stated, this is part of the application process for 2022 insurance policy renewal. If Members vote to waive the monetary limits, this opens the entity to claims beyond the state established liability limit. Ms. Kindsvater recommended the HRA not waive its monetary limits on municipal tort liability.

It was moved by Member **Jones** seconded by Member **Engstran** to approve HRA Resolution No. 21-1, not waiving the monetary limits on municipal tort liability established by Minnesota Statutes.

Motion carried unanimously.

4. ADJOURNMENT

Member Edberg thanked Chair Biehn for a year of inaction, meritorious service and recommended 1000% increase his zero salary.

There being no further business before the HRA, Member **Engstran** moved, seconded by Member **Edberg** to adjourn the HRA Meeting at 9:05 p.m.

Motion carried unanimously.

Doug Biehn, HRA Chair

Lindy Crawford, City Manager



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Housing and Redevelopment Authority Members
From: Lindy Crawford, City Manager
Date: January 11, 2022
Subject: Election of HRA Chair and Vice Chair - 2022

SUMMARY

The Members will elect a Chair and Vice Chair for the Housing and Redevelopment Authority for 2022.

BACKGROUND INFORMATION

In November 1985, the City Council adopted Resolution No. 5038 establishing a Housing and Redevelopment Authority (HRA) for White Bear Lake and designated members of the City Council as commissioners of the Authority.

Under Minnesota Statutes Chapter 469, the HRA is authorized to undertake certain public housing and redevelopment activities using authority not granted to the City Council. The HRA currently meets only as the need arises. Most HRA meetings are held in conjunction with City Council meetings as the City Council has, to this date, chosen to appoint itself as the HRA rather than appointing an independent entity. The term of HRA commissioners coincides with the term of City Councilmembers.

In 2021, Doug Biehn served as the Chair for the Housing and Redevelopment Authority and Dan Jones as Vice Chair. The City Manager has been appointed to serve as secretary and executive director.

RECOMMENDATIONS

Staff recommends that Members appoint a Chair and Vice Chair of the Housing and Redevelopment Authority for 2022.

FYI - Department Reports

City of White Bear Lake Summary of Revenues As of November 30, 2021

Items	Revised Budget	Current	YTD 2021	Percent 2021	YTD 2020	Percent 2020
General Fund						
01000 - Property Taxes	\$ 6,669,500	\$ 2,970,802	\$ 6,526,736	97.86%	\$ 3,261,687	51.56%
01000 - Licenses/Permits	984,504	36,389	1,324,898	134.58%	721,229	123.13%
01000 - Fines	55,000	2,909	49,131	89.33%	47,320	94.64%
01000 - Administrative Citations	18,000	1,140	26,500	147.22%	7,075	157.75%
01000 - Intergovernmental Revenue	2,110,312	21,239	1,311,693	62.16%	2,904,664	74.87%
01000 - Charges for Service	718,736	44,975	627,143	87.26%	579,485	82.75%
01000 - Franchise Fees	307,570	-	307,570	100.00%	294,079	100.00%
01000 - Interest	75,000	-	-	0.00%	-	0.00%
01000 - Miscellaneous	54,950	3,012	71,410	129.95%	38,279	117.64%
01000 - Transfers	1,507,100	113,333	1,393,767	92.48%	1,247,520	92.20%
Total General Fund	<u>12,500,672</u>	<u>3,193,799</u>	<u>11,638,848</u>	<u>93.11%</u>	<u>9,101,338</u>	<u>68.22%</u>
Special Revenue						
02020 - American Recovery Plan	1,413,839	44,831	1,413,839	100.00%	-	0.00%
02030 - Armory	72,300	3,293	69,349	95.92%	42,424	81.67%
02040 - Surface Water Pollution	201,167	20,859	176,838	87.91%	91,525	93.85%
02050 - Marina	384,000	-	384,000	100.00%	401,739	98.90%
05200 - Sports Center	639,604	113,288	648,653	101.41%	341,065	82.59%
02060 - Forfeiture	41,000	-	34,537	84.24%	37,148	73.86%
04240 - Economic Development	739,866	103,943	701,643	94.83%	2,480,268	100.23%
Total Special Revenue Funds	<u>3,491,776</u>	<u>286,214</u>	<u>3,428,859</u>	<u>98.20%</u>	<u>3,394,169</u>	<u>97.15%</u>
Enterprise Funds						
05010 - Water	4,602,820	251,564	4,426,420	96.17%	2,544,311	87.37%
05050 - Sewer	3,592,290	380,365	3,449,016	96.01%	3,575,242	95.69%
05100 - Refuse	1,798,116	225,667	1,695,119	94.27%	1,560,656	93.62%
05250 - Ambulance	1,947,000	142,761	1,771,322	90.98%	2,076,226	88.37%
05300 - Pioneer Manor	412,850	33,410	378,805	91.75%	752,306	95.25%
05350 - License Bureau	746,550	53,723	681,342	91.27%	528,555	82.63%
Total Enterprise Funds	<u>13,099,626</u>	<u>1,087,490</u>	<u>12,402,024</u>	<u>94.67%</u>	<u>11,037,296</u>	<u>91.26%</u>
Internal Service Funds						
06000 - Insurance	562,621	21,293	379,758	67.50%	745,094	93.81%
06200 - Employment Expense	3,464,636	252,326	3,087,847	89.12%	2,887,109	91.17%
Total Internal Service Funds	<u>4,027,257</u>	<u>273,619</u>	<u>3,467,605</u>	<u>86.10%</u>	<u>3,632,203</u>	<u>91.70%</u>
Total Revenues	<u>33,119,331</u>	<u>4,841,122</u>	<u>30,937,336</u>	<u>93.41%</u>	<u>27,165,006</u>	<u>82.02%</u>

Percent of Year Complete 91.67%

Licenses and permits in the General Fund have increased from 2020 due to a large \$531,000 building permit received from White Bear Lake Area School District for capital improvements.

General Fund administrative citations are up over 2020 as a result of a higher number of citations issued in 2021.

Intergovernmental revenues in the General Fund in 2020 include the one-time CARES Act funding.

General Fund miscellaneous revenue was lower in 2020 than in 2021 as a result of park reservation cancellations and refunds due to COVID-19.

The City's share of the American Rescue Plan Act (ARPA) funds was determined to be \$2,738,015. The State distributed 50% of the total amount to the City in July 2021, with the remaining 50% to be distributed in the summer of 2022.

Sports Center revenues in 2020 were less than in 2021 as a result of COVID-19 closures and related refunds.

In 2021, the City implemented a Surface Water management fee on quarterly utility bills to finance the storm water system maintenance and activities. An allocation of local government aid has historically been allocated to the fund, but due to a decrease in the City's local government aid allocation in 2021, this fund will no longer receive that revenue stream.

In March 2020, Pioneer Manor received a one-time \$382,000 Community Development Block Grant (CDBG) to replace all windows and perform related exterior improvements.

The interfund loan payment in the Insurance Fund was paid off in 2021.

City of White Bear Lake, MN
Summary of Expenditures
As of November 30, 2021

Items	Revised Budget	Current	YTD 2021	Percent 2021	YTD 2020	Percent 2020
General Fund						
01000 - Legislative	\$ 153,386	\$ 8,333	\$ 130,053	84.79%	\$ 128,949	83.22%
01000 - Administration	396,593	30,476	348,406	87.85%	348,602	88.89%
01000 - Finance	652,353	43,858	560,648	85.94%	568,952	90.03%
01000 - Legal Counselor	77,469	8,990	56,642	73.12%	62,644	75.05%
01000 - City Hall	331,536	22,140	274,472	82.79%	306,882	93.84%
01000 - Elections	83,434	36	61,898	74.19%	59,375	99.06%
01000 - Police	4,965,646	369,364	4,298,338	86.56%	4,152,359	88.39%
01000 - Dispatch	220,700	17,396	178,341	80.81%	196,914	92.45%
01000 - Animal Control	22,399	881	12,295	54.89%	13,001	58.40%
01000 - Prosecution	153,591	-	127,863	83.25%	140,394	91.19%
01000 - Emergency Preparedness	14,549	506	7,810	53.68%	5,868	46.57%
01000 - Fire	978,944	70,366	775,118	79.18%	782,614	79.53%
01000 - Engineering	660,424	40,294	532,042	80.56%	579,499	87.79%
01000 - Public Works Facility	211,177	14,685	173,951	82.37%	175,032	89.87%
01000 - Garage	177,225	11,956	134,581	75.94%	112,581	76.37%
01000 - Streets	585,690	37,261	503,522	85.97%	465,785	79.74%
01000 - Snow/Ice Removal	259,757	1,971	130,055	50.07%	170,424	67.17%
01000 - Street Lighting	202,958	3,462	153,518	75.64%	141,204	74.08%
01000 - Parks	631,891	48,648	546,713	86.52%	544,480	85.99%
01000 - Planning	379,294	28,717	334,276	88.13%	308,579	88.59%
01000 - Building & Code Enforcement	638,038	46,188	560,994	87.92%	544,609	86.82%
01000 - General Services/Contingency'	701,080	2,083	693,838	98.97%	1,594,697	84.07%
Total General Fund	<u>12,498,134</u>	<u>807,611</u>	<u>10,595,374</u>	<u>84.78%</u>	<u>11,403,444</u>	<u>85.94%</u>
Special Revenue						
02020 - American Recovery Plan	585,000	-	585,000	100.00%	-	0.00%
02030 - Armory	74,212	5,067	70,366	94.82%	65,680	99.69%
02040 - Surface Water Pollution	286,139	11,880	158,468	55.38%	90,836	38.33%
02050 - Marina	377,499	12,609	347,168	91.97%	341,091	90.60%
05200 - Sports Center	641,013	37,393	506,474	79.01%	489,109	88.05%
02060 - Forfeiture	46,204	-	40,747	88.19%	10,331	41.45%
04240 - Economic Development	1,483,103	84,125	1,257,527	84.79%	1,652,525	82.53%
Total Special Revenue Funds	<u>3,493,170</u>	<u>151,074</u>	<u>2,965,750</u>	<u>84.90%</u>	<u>2,649,572</u>	<u>81.22%</u>
Enterprise Funds						
05010 - Water Distribution	3,794,931	111,778	2,596,072	68.41%	1,674,915	84.80%
05010 - Water Treatment	1,045,408	151,259	860,875	82.35%	551,975	95.69%
Total Water	<u>4,840,339</u>	<u>263,037</u>	<u>3,456,947</u>	<u>71.42%</u>	<u>2,226,890</u>	<u>87.26%</u>
05050 - Sewer	3,236,983	249,808	3,008,057	92.93%	3,456,532	95.89%
05100 - Refuse	1,726,582	56,483	1,430,762	82.87%	1,446,668	83.00%
05250 - Ambulance	2,101,384	169,191	1,808,964	86.08%	1,842,817	84.38%
05300 - Pioneer Manor	480,770	20,494	346,121	71.99%	725,746	86.97%
05350 - License Bureau	792,767	53,242	657,052	82.88%	707,006	85.52%
Total Enterprise Funds	<u>13,178,825</u>	<u>812,255</u>	<u>10,707,903</u>	<u>81.25%</u>	<u>10,405,659</u>	<u>88.60%</u>
Internal Service Funds						
06000 - Insurance	431,750	3,251	374,189	86.67%	356,380	81.78%
06200 - Employment Expense	3,624,503	113,436	3,013,479	83.14%	3,136,099	94.12%
Total Internal Service Funds	<u>4,056,253</u>	<u>116,687</u>	<u>3,387,668</u>	<u>83.52%</u>	<u>3,492,479</u>	<u>92.69%</u>
Total Expenditures	<u>33,226,382</u>	<u>1,887,627</u>	<u>27,656,695</u>	<u>83.24%</u>	<u>27,951,154</u>	<u>87.23%</u>

Percent of Year Complete 91.67%

*General Services/Contingency YTD in 2021 includes \$50,916 of Northeast Youth & Family Services payments, \$2,344 in Senior Bus payments, \$42,660 for the WBLCD Community Assessment, and \$597,917 in transfers out to the Armory, Equipment Acquisition, and Municipal Building Funds.

Snow/Ice Removal decreased under last year due to a large salt purchase made in January 2020.

In 2021, the City began coding the salaries of 1 full-time employee to the Surface Water Fund, as compared to only .50 of salaries in 2020.

Forfeiture fund expenditures are up in 2021 due a large purchase of tasers.

Economic Development expenditures were higher at this time in 2020 due to the one-time acquisition of property.

Water Distribution expenditures increased in 2021 due to the Water Meter Replacement project.

The Water Treatment budget includes larger capital purchases (including building improvements) that have not been made as of October 2021.

Pioneer Manor expenses are down from 2020 due to expenditures of \$305,000 in 2020 for the Window Replacement Project.

**Finance Department
2021 Measurable Workload Data**

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Number of investments made	18	4	13	3	1	15	1	2	5	4	8		74
Average annualized 90-day Treasury Bill rate on investments made	0.09%	0.06%	0.04%	0.03%	0.02%	0.04%	0.05%	0.06%	0.05%	0.06%	0.05%		n/a
Average yield on investments made	0.21%	0.18%	0.17%	0.40%	0.12%	0.25%	0.30%	0.53%	0.41%	0.51%	0.67%		n/a
Number of data input errors	0	8	1	2	3	2	4	1	2	2	5		30

**CITY OF WHITE BEAR LAKE
MONTHLY DISBURSEMENTS REGISTER
As of November 30, 2021**

VENDOR CLAIMS PAID:

<u>Date</u>	<u>City Amount</u>	<u>Deputy Registrar</u>	<u>Total</u>
November 5	\$ 556,675.82	\$ 876,439.56	\$ 1,433,115.38
November 12	200,628.64	823,676.44	1,024,305.08
November 19	401,170.48	891,185.13	1,292,355.61
November 26	184,992.28	549,314.03	734,306.31
November 30	325,915.05	332,430.59	658,345.64
Total Vendor Claims	<u>\$1,669,382.27</u>	<u>\$ 3,473,045.75</u>	<u>\$ 5,142,428.02</u>

PAYROLL CLAIMS PAID:

November 12	Regular	\$ 423,369.31	\$ 423,369.31
November 26	Regular	445,948.36	445,948.36
Total Payroll Claims		<u>\$ 869,317.67</u>	<u>\$ 869,317.67</u>

TOTAL DISBURSEMENTS	<u>\$ 2,538,699.94</u>	<u>\$ 3,473,045.75</u>	<u>\$ 6,011,745.69</u>
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City of White Bear Lake
Cash and Investment Analysis
November 30, 2021

	<u>Adjusted Book Balance</u>
Balance per Books	43,597,872.34
	<u>43,597,872.34</u>

	<u>Adjusted Bank Balance</u>
Payroll Balance	2,000.00
Outstanding checks	
	\$2,000.00

General	
Bank Balance	2,285,138.16
Outstanding checks	(557,852.01)
11/26 IC	5,129.60
11/27 IC	594.39
11/28 IC	2,328.92
11/28 Activenet	2,622.00
11/29 IC	6,956.43
11/29 Activenet	1,428.50
11/29 EP	149.64
11/29 EP	51.00
11/29 EP	761.00
11/30 IC	1,688.33
11/30 Activenet	4,303.50
11/30 EP	1,076.20
11/30 SC Deposit	115.00
11/30 Dep cash	274.96
11/30 Dep	13,576.98
11/30 Vanco	2,864.29
11/27 Activent	451.00
11/30 ACH MN State	793.00

1,772,450.89

LB	
Bank Balance	773,169.69
11/29 LB Transfer to state	(157,752.95)
11/29 CC	6,671.75
11/29 ACH	24,852.97
11/30 LB transfer to state	(165,046.54)
11/30 LB deposit	38,256.12
11/30 CC	8,956.60
11/30 ACH	116,549.73
11/29 Game Fish	(17.00)
11/29 MN DNR	(1,820.10)

643,820.27

Amb - WF	195,429.95
ActiveNet (City Pre-funded the account to be able to make same-day refunds)	1,497.00

	<u>2,613,198.11</u>
Adjusted Balance	
Subtotal Balance per Bank	2,615,198.11
Investments per Subledger	<u>40,982,674.23</u>
	<u>43,597,872.34</u>

Account	Account Description	Company	Amount
1010	CASH	00999 CASH COMPANY	2,257.81-
1010	CASH	01000 GENERAL FUND	7,361,778.72
1010	CASH	02020 AMERICAN RECOVERY FUND	1,413,838.95
1010	CASH	02030 ARMORY FUND	14,991.09
1010	CASH	02040 SURFACE WATER POLLUTION PREV	864,656.27
1010	CASH	02050 MARINA FUND	492,034.22
1010	CASH	02060 FORFEITURE FUND	76,128.88
1010	CASH	03020 1986 MUNICIPAL BLDG BOND FUND	.17-
1010	CASH	03040 1993 TAX INCREMENT BOND FUND	106,749.68-
1010	CASH	03070 NONBONDED DEBT SERVICE FUND	1,215,649.93
1010	CASH	03071 2002 SPECIAL ASSESSMENT BONDS	169,482.84-
1010	CASH	03081 BOATWORKS TIF DEBT SERVICE	107,748.98-
1010	CASH	03082 G.O. STREET SC EQUIP 2018A	261,993.41
1010	CASH	03083 G.O. TAX ABATEMENT SC 2018B	53,870.55
1010	CASH	03084 G.O. IMPROVEMENT BONDS 2019A	442,249.52
1010	CASH	03085 G.O. STREET/EQUIP BONDS 2020A	613,440.32
1010	CASH	03086 G.O BONDS SERIES 2021A	22,960.00
1010	CASH	04010 PARK IMPROVEMENT FUND	1,656,901.83
1010	CASH	04100 EQUIPMENT ACQUISITION FUND	2,164,745.93
1010	CASH	04240 ECONOMIC DEVELOPMENT FUND	2,993,702.33
1010	CASH	04300 MUNICIPAL BUILDING FUND	520,703.70
1010	CASH	04400 INTERIM CONSTRUCTION FUND	4,280,970.86
1010	CASH	04600 HRA FUND	1,635,854.07
1010	CASH	04770 COMMUNITY REINVESTMENT FUND	7,644,795.95
1010	CASH	05010 WATER FUND	2,021,132.69
1010	CASH	05050 SEWER FUND	1,342,224.16
1010	CASH	05100 REFUSE FUND	365,785.49
1010	CASH	05200 SPORTS CENTER FUND	150,247.99
1010	CASH	05250 AMBULANCE FUND	195,118.08
1010	CASH	05300 PIONEER MANOR FUND	441,089.97
1010	CASH	05350 LICENSE BUREAU FUND	181,522.85
1010	CASH	06000 GENERAL INSURNANCE FUND	2,774,604.93
1010	CASH	06200 EMPLOYMENT EXPENSE FUND	2,138,936.91
1010	CASH	07000 DEPUTY REGISTRAR FUND	577.87
1010	CASH	07020 INVESTMENT FUND	264,095.85
1010	CASH	07030 EMPLOYEE FLEX SPENDING FUND	977.57
1010	CASH	07040 ESCROW FUND	376,530.93
		1010 CASH	43,597,872.34

Report Totals 43,597,872.34

**City of White Bear Lake
Schedule of Investments
November 30, 2021**

Institution	Type	Face Amount (Par)	Principal	Accrued Interest	Total Cost	Coupon Rate	Yield Rate	Buy Price	Trade Date	Purchase	Callable	Maturity	Balance	
RBC	CD	CD Berkshire Bk Pittsfield MA	248,000.00	248,000.00	-	248,000.00	1.150%	1.150%	100.000	04/08/20	04/15/20	No	12/09/21	248,000.00
Wells	FFCB	FFCB	500,000.00	499,513.53	-	499,513.53	1.580%	1.630%	99.900	12/18/19	12/19/19	No	12/13/21	499,645.20
Wells	FNMA	Fannie Mae	500,000.00	504,578.96	55.56	504,634.52	2.000%	1.532%	99.821	01/06/20	01/07/20	No	01/05/22	500,000.00
RBC	CD	CD Bank Ozark	249,000.00	249,000.00	-	249,000.00	0.350%	0.350%	100.000	05/05/20	05/08/20	No	01/10/22	249,000.00
RBC	CD	CD Raymond James	246,000.00	246,000.00	-	246,000.00	2.950%	2.950%	100.000	01/17/19	01/25/19	No	01/25/22	246,000.00
RBC	CD	CD Morgan Stanley Bk	247,000.00	247,000.00	-	247,000.00	1.700%	1.750%	100.000	01/30/20	01/30/20	No	02/07/22	247,000.00
RBC	CD	CD Comenity Capital Bank, Utah	249,000.00	249,000.00	-	249,000.00	2.850%	2.850%	100.000	02/04/19	02/15/19	No	02/15/22	249,000.00
RBC	CD	CD Hanmi Bank Los Angeles	249,000.00	249,000.00	-	249,000.00	1.900%	1.900%	100.000	08/05/19	08/16/19	No	02/16/22	249,000.00
RBC	CD	CD Landmark Cmnty Bk TN	249,000.00	249,000.00	-	249,000.00	1.900%	1.900%	100.000	08/08/19	08/23/19	No	02/23/22	249,000.00
RBC	CD	CD Safra Natl Bank New York NY	249,000.00	249,000.00	-	249,000.00	0.050%	0.050%	100.000	02/23/21	03/04/21	No	03/03/22	249,000.00
RBC	CD	CD Synchrony Bank	246,000.00	246,000.00	-	246,000.00	2.700%	2.700%	100.000	03/06/19	03/08/19	No	03/08/22	246,000.00
RBC	CD	CD Enerbank USA UT	249,000.00	249,000.00	-	249,000.00	0.950%	0.950%	100.000	03/03/20	03/13/20	No	03/14/22	249,000.00
RBC	CD	CD Axos Bk San Diego Calif	249,000.00	249,000.00	-	249,000.00	1.550%	1.550%	100.000	03/02/20	03/26/20	No	03/28/22	249,000.00
RBC	CD	CD Goldman Sachs Bank	246,000.00	246,000.00	-	246,000.00	2.600%	2.600%	100.000	03/26/19	04/03/19	No	04/04/22	246,000.00
RBC	Treas	US Treasury Note	300,000.00	307,159.22	2,800.14	309,959.36	2.250%	0.050%	102.386	03/12/21	03/15/21	No	04/15/22	303,209.36
RBC	Treas	US Treasury Note	300,000.00	300,180.00	54.01	300,234.01	0.125%	0.055%	100.060	06/21/21	06/22/21	No	04/30/22	300,046.51
RBC	CD	CD First Internet Bk Ind Indianapolis	249,000.00	249,000.00	-	249,000.00	0.600%	0.600%	100.000	05/01/20	05/11/20	No	05/11/22	249,000.00
RBC	CD	CD Capital One BK USA	246,000.00	246,000.00	-	246,000.00	2.450%	2.450%	100.000	05/14/19	05/22/19	No	05/23/22	246,000.00
RBC	Treas	US Treasury Note	300,000.00	300,210.00	22.54	300,232.54	0.125%	0.050%	100.070	06/21/21	06/22/21	No	05/31/22	300,045.04
RBC	CD	CD Lakeside Bk Chicago	249,000.00	249,000.00	-	249,000.00	1.650%	1.650%	100.000	12/17/19	12/20/19	No	06/20/22	249,000.00
RBC	CD	CD Capital One NA	246,000.00	246,000.00	-	246,000.00	2.200%	2.200%	100.000	06/24/19	06/26/19	No	06/27/22	246,000.00
RBC	Treas	US Treasury Note	300,000.00	300,180.00	179.21	300,359.21	0.125%	0.066%	100.060	06/21/21	06/22/21	No	06/30/22	300,171.71
RBC	Treas	US Treasury Note	400,000.00	409,921.88	96.69	410,018.57	1.750%	0.080%	102.480	01/19/21	01/20/21	No	07/15/22	406,518.57
RBC	Treas	US Treasury Note	300,000.00	300,180.00	147.10	300,327.10	0.125%	0.071%	100.060	06/21/21	06/22/21	No	07/31/22	300,139.60
RBC	CD	CD Merrick Bk South Jordan Utah	249,000.00	249,000.00	-	249,000.00	2.050%	2.050%	100.000	08/05/19	08/09/19	No	08/09/22	249,000.00
RBC	CD	CD CIT Bk Natl Assn Pasadena CA	247,000.00	247,000.00	-	247,000.00	1.950%	1.950%	100.000	08/07/19	08/23/19	No	08/23/22	247,000.00
RBC	CD	CD Bank Hapoalim BM New York	249,000.00	249,000.00	-	249,000.00	0.250%	0.250%	100.000	08/21/20	08/26/20	No	08/26/22	249,000.00
RBC	CD	CD Meridian Corp	249,000.00	249,000.00	-	249,000.00	0.100%	0.100%	100.000	02/16/21	02/26/21	No	08/26/22	249,000.00
RBC	CD	CD BMW Bank NA, Salt Lake City	248,000.00	248,000.00	-	248,000.00	0.800%	0.800%	100.000	03/06/20	03/13/20	No	09/13/22	248,000.00
RBC	Treas	US Treasury Note	400,000.00	408,476.30	32.61	408,508.91	1.500%	0.810%	102.119	03/16/21	03/17/21	No	09/15/22	405,508.91
RBC	FFCB	FFCB	300,000.00	300,000.00	-	300,000.00	0.120%	0.120%	100.000	12/15/20	12/22/20	06/22/21	09/22/22	300,000.00
RBC	Treas	US Treasury Note	400,000.00	408,906.25	1,465.66	410,371.91	1.375%	0.089%	102.227	01/19/21	01/20/21	No	10/15/22	400,746.91
RBC	Treas	US Treasury Note	300,000.00	306,057.00	1,711.20	307,768.20	1.375%	0.100%	102.019	03/12/21	03/15/21	No	10/15/22	307,768.20
RBC	Treas	US Treasury Note	300,000.00	300,090.00	54.01	300,144.01	0.125%	0.103%	100.030	06/21/21	06/22/21	No	10/31/22	300,000.00
RBC	Freddie	Freddie Mac	300,000.00	300,000.00	-	300,000.00	0.200%	0.200%	100.000	11/19/20	11/30/20	11/23/21	11/23/22	300,000.00
RBC	CD	CD First Fed Svgs & LN Assn OCD	249,000.00	249,000.00	-	249,000.00	0.150%	0.150%	100.000	11/19/20	11/25/20	No	11/25/22	249,000.00
RBC	CD	CD Medallion Bk Salt Lake City	249,000.00	249,000.00	-	249,000.00	1.700%	1.700%	100.000	11/19/19	11/29/19	No	11/29/22	249,000.00
RBC	CD	CD Winter Hill Bank FSB	249,000.00	249,000.00	-	249,000.00	0.150%	0.150%	100.000	12/02/20	12/10/20	No	12/09/22	249,000.00
RBC	Freddie	Freddie Mac	300,000.00	300,000.00	-	300,000.00	0.200%	0.200%	100.000	11/24/20	12/16/20	12/16/21	12/16/22	300,000.00
RBC	CD	CD Amerant Bk Natl	249,000.00	249,000.00	-	249,000.00	1.850%	1.850%	100.000	12/17/19	12/20/19	No	12/20/22	249,000.00
RBC	CD	CD Wells Fargo Natl Bank Las Vegas Nev	249,000.00	249,000.00	-	249,000.00	1.850%	1.850%	100.000	12/17/19	12/30/19	No	12/30/22	249,000.00
RBC	Treas	US Treasury Note	300,000.00	307,594.44	733.43	308,327.87	1.500%	0.120%	102.531	03/12/21	03/15/21	No	01/15/23	305,827.87
RBC	CD	CD Bankunitied A Svgs Bk Miami	249,000.00	249,000.00	-	249,000.00	0.100%	0.100%	100.000	01/13/21	01/22/21	04/22/21	01/23/23	249,000.00
RBC	CD	Academy Bk NA Colo Springs	249,000.00	249,000.00	-	249,000.00	0.150%	0.150%	100.000	07/20/21	07/28/21	No	01/30/23	249,000.00
RBC	Treas	US Treasury Note	400,000.00	399,600.00	156.25	399,756.25	0.125%	0.209%	99.900	11/22/21	11/23/21	No	01/31/23	399,756.25
RBC	Treas	US Treasury Note	500,000.00	523,242.19	5,388.93	528,631.12	2.375%	0.100%	104.648	01/13/21	01/14/21	No	01/31/23	522,693.62

RBC	Treas	US Treasury Note	400,000.00	410,546.88	2,361.41	412,908.29	1.375%	0.100%	102.637	01/19/21	01/20/21	No	02/15/23	407,408.29
RBC	Treas	US Treasury Note	300,000.00	310,768.80	464.09	311,232.89	2.000%	0.130%	103.589	03/12/21	03/15/21	No	02/15/23	308,232.89
RBC	CD	CD Homestreet Bk Washington	249,000.00	249,000.00	-	249,000.00	0.100%	0.100%	100.000	02/16/21	02/22/21	No	02/22/23	249,000.00
RBC	Treas	US Treasury Note	400,000.00	403,437.50	701.66	404,139.16	0.500%	0.100%	100.859	01/19/21	01/20/21	No	03/15/23	401,389.16
RBC	Treas	US Treasury Note	300,000.00	302,156.24	-	302,156.24	0.500%	0.140%	100.719	03/12/21	03/15/21	No	03/15/23	302,156.24
RBC	CD	CD Apollo Bk Miami FLA	249,000.00	249,000.00	-	249,000.00	0.100%	0.100%	100.000	02/23/21	03/17/21	No	03/17/23	249,000.00
RBC	Treas	US Treasury Note	400,000.00	401,250.00	266.48	401,516.48	0.250%	0.110%	100.313	01/19/21	01/20/21	No	04/15/23	400,000.00
RBC	Treas	US Treasury Note	300,000.00	300,624.00	311.13	300,935.13	0.250%	0.150%	100.208	03/12/21	03/15/21	No	04/15/23	300,701.61
Wells	FFCB	FFCB	400,000.00	400,068.99	40.28	400,109.27	0.125%	0.116%	100.017	05/25/21	05/26/21	No	04/27/23	400,000.00
Wells	FFCB	FFCB Bullet	1,000,000.00	990,300.00	5,076.39	995,376.39	2.125%	2.250%	99.030	02/10/15	02/11/15	No	05/15/23	995,376.39
RBC	Treas	US Treasury Note	400,000.00	401,296.88	98.90	401,395.78	0.250%	0.115%	100.324	01/19/21	01/20/21	No	06/15/23	400,520.78
RBC	Treas	US Treasury Note	300,000.00	300,539.34	185.44	300,724.78	0.250%	0.170%	100.180	03/12/21	03/15/21	No	06/15/23	300,724.78
RBC	CD	CD Flagstar Bk FSB Troy Mich	249,000.00	249,000.00	-	249,000.00	0.150%	0.150%	100.000	06/07/21	06/16/21	No	06/16/23	249,000.00
RBC	CD	CD Investors Svgs Bk Short Hills	249,000.00	249,000.00	-	249,000.00	0.200%	0.200%	100.000	06/18/21	06/30/21	No	06/30/23	249,000.00
RBC	Treas	US Treasury Note	300,000.00	299,940.00	5.18	299,945.18	0.125%	0.133%	99.980	01/19/21	01/20/21	No	07/15/23	299,945.18
RBC	Treas	US Treasury Note	300,000.00	299,615.40	61.12	299,676.52	0.125%	0.180%	99.872	03/12/21	03/15/21	No	07/15/23	299,676.52
RBC	CD	Institution for Svgs In NewburyPort & ITS Vic	249,000.00	249,000.00	-	249,000.00	0.250%	0.250%	100.000	07/19/21	07/29/21	No	07/31/23	249,000.00
RBC	CD	CD Community West Bk Goleta Calif	249,000.00	249,000.00	-	249,000.00	0.150%	0.150%	100.000	01/19/21	01/29/21	No	07/28/23	249,000.00
RBC	CD	Bankers Bk Kans N A Wichita	249,000.00	249,000.00	-	249,000.00	0.200%	0.200%	100.000	07/20/21	07/30/21	01/30/22	07/31/23	249,000.00
RBC	CD	United Fid Bk FSB Evansville	249,000.00	249,000.00	-	249,000.00	0.150%	0.150%	100.000	01/26/21	02/05/21	No	08/04/23	249,000.00
RBC	Treas	US Treasury Note	400,000.00	400,000.00	214.67	400,214.67	0.125%	0.125%	100.000	01/19/21	01/20/21	No	08/15/23	400,000.00
RBC	Treas	US Treasury Note	300,000.00	316,815.00	580.11	317,395.11	2.500%	0.180%	105.605	03/12/21	03/15/21	No	08/15/23	313,645.11
RBC	Treas	US Treasury Note	400,000.00	399,859.38	175.41	400,034.79	0.125%	0.138%	99.965	01/19/21	01/20/21	No	09/15/23	400,000.00
RBC	Treas	US Treasury Note	300,000.00	299,166.00	99.86	299,265.86	0.125%	0.250%	99.722	06/18/21	06/21/21	No	09/15/23	299,265.86
RBC	Treas	US Treasury Note	300,000.00	299,646.00	132.47	299,778.47	0.125%	0.180%	99.882	07/22/21	07/23/21	No	09/15/23	299,778.47
RBC	Treas	US Treasury Note	400,000.00	399,843.75	133.24	399,976.99	0.125%	0.139%	99.961	01/19/21	01/20/21	No	10/15/23	399,976.99
RBC	Treas	US Treasury Note	300,000.00	298,995.00	68.65	299,063.65	0.125%	0.270%	99.665	06/18/21	06/21/21	No	10/15/23	299,063.65
RBC	Treas	US Treasury Note	300,000.00	299,499.00	101.43	299,600.43	0.125%	0.200%	101.430	07/22/21	07/23/21	No	10/15/23	299,600.43
RBC	FFCB	FFCB	300,000.00	300,000.00	-	300,000.00	0.290%	0.290%	100.000	10/22/20	11/02/20	11/02/21	11/02/23	300,000.00
UBS	CD	CD Northpointe Bk Grand Rapids MI	245,000.00	245,000.00	-	245,000.00	0.250%	0.250%	100.000	10/28/20	11/13/20	No	11/13/23	245,000.00
RBC	Treas	US Treasury Note	300,000.00	299,784.00	75.41	299,859.41	0.250%	0.280%	99.928	06/18/21	06/21/21	No	11/15/23	299,859.41
RBC	Freddie	Freddie Mac	300,000.00	300,000.00	-	300,000.00	0.300%	0.300%	100.000	11/16/20	12/01/20	06/01/22	12/01/23	300,000.00
RBC	FFCB	FFCB	300,000.00	300,000.00	-	300,000.00	0.280%	0.280%	100.000	12/02/20	12/08/20	12/08/22	12/01/23	300,000.00
RBC	CD	CD Florida Cap Bk Natl Assn Tarpon Springs	249,000.00	249,000.00	-	249,000.00	0.250%	0.250%	100.000	11/19/20	12/17/20	No	12/18/23	249,000.00
RBC	Freddie	Freddie Mac	300,000.00	300,000.00	22.50	300,022.50	0.300%	0.300%	100.000	10/07/20	10/08/20	12/29/21	12/29/23	300,000.00
Wells	FHLB	FHLB	400,000.00	399,894.25	40.11	399,934.36	0.190%	0.199%	99.973	01/08/21	01/11/21	12/22/21	12/22/23	399,934.36
RBC	Treas	US Treasury Note	300,000.00	298,428.00	162.64	298,590.64	0.125%	0.330%	99.476	06/18/21	06/21/21	No	01/15/24	298,590.64
RBC	Treas	US Treasury Note	300,000.00	299,370.00	8.15	299,378.15	0.125%	0.125%	99.790	07/22/21	07/23/21	No	01/15/24	299,378.15
RBC	Treas	US Treasury Note	300,000.00	299,250.00	63.18	299,313.18	0.125%	0.233%	99.750	09/14/21	09/15/21	No	01/15/24	299,313.18
RBC	Treas	US Treasury Note	300,000.00	297,390.00	133.49	297,523.49	0.125%	0.534%	99.130	11/22/21	11/23/21	No	01/15/24	297,523.49
RBC	Treas	US Treasury Note	300,000.00	297,660.00	97.83	297,757.83	0.125%	0.476%	99.220	10/18/21	10/19/21	No	01/15/24	297,757.83
RBC	Treas	US Treasury Note	300,000.00	299,250.00	163.67	299,413.67	0.125%	0.223%	99.750	07/22/21	07/23/21	No	02/15/24	299,413.67
RBC	Treas	US Treasury Note	300,000.00	297,810.00	66.24	297,876.24	0.125%	0.441%	99.270	10/18/21	10/19/21	No	02/15/24	297,876.24
RBC	Treas	US Treasury Note	300,000.00	298,050.00	87.64	298,137.64	0.125%	0.413%	99.350	11/08/21	11/09/21	No	02/15/24	298,137.64
Wells	FFCB	FFCB	300,000.00	299,734.09	95.83	299,829.92	0.250%	0.281%	99.911	04/09/21	04/12/21	No	02/26/24	299,829.92
Wells	FHLB	FHLB	300,000.00	299,854.43	70.83	299,925.26	0.250%	0.267%	99.951	04/23/21	04/26/21	No	03/08/24	299,925.26
RBC	Treas	US Treasury Note	300,000.00	300,000.00	264.95	300,264.95	0.250%	0.250%	100.000	07/22/21	07/23/21	No	03/15/24	300,000.00
Wells	FHLB	FHLB	300,000.00	300,029.97	-	300,029.97	0.375%	0.375%	100.000	09/09/21	09/22/21	12/22/21	03/22/24	300,029.97
RBC	FHLMC	FHLMC	400,000.00	400,000.00	604.17	400,604.17	0.375%	0.375%	100.000	09/02/21	09/03/21	10/08/21	04/08/24	400,000.00
Wells	FHLB	FHLB	500,000.00	500,099.85	-	500,099.85	0.350%	0.310%	100.020	06/10/21	06/23/21	12/23/21	04/23/24	500,099.85
RBC	Treas	US Treasury Note	300,000.00	299,790.00	140.63	299,930.63	0.250%	0.275%	99.930	07/22/21	07/23/21	No	05/15/24	299,930.63
RBC	Treas	US Treasury Note	300,000.00	297,840.00	319.97	298,159.97	0.250%	0.532%	99.280	10/18/21	10/19/21	No	05/15/24	298,159.97

RBC	FHLB	FHLB	300,000.00	300,000.00	330.00	300,330.00	0.400%	0.400%	100.000	09/02/21	09/03/21	11/24/21	05/24/24	300,000.00
RBC	CD	New York Community Bank	249,000.00	249,000.00	-	249,000.00	0.300%	0.300%	100.000	06/01/21	06/03/21	No	06/03/24	249,000.00
RBC	Treas	US Treasury Note	300,000.00	299,610.00	77.87	299,687.87	0.250%	0.295%	99.870	07/22/21	07/23/21	No	06/15/24	299,687.87
RBC	CD	UBS Bk USA Salt Lake City Ut	249,000.00	249,000.00	-	249,000.00	0.350%	0.350%	100.000	06/08/21	06/16/21	No	06/17/24	249,000.00
RBC	Treas	US Treasury Note	300,000.00	297,450.00	400.48	297,850.48	0.375%	0.700%	99.150	11/22/21	11/23/21	No	07/15/24	297,850.48
RBC	CD	Transportation Alliance Bk	249,000.00	249,000.00	-	249,000.00	0.350%	0.350%	100.000	07/20/21	07/23/21	No	07/23/24	249,000.00
RBC	CD	TCM Bk N A Tampa Fla	249,000.00	249,000.00	-	249,000.00	0.500%	0.500%	100.000	07/19/21	07/30/21	10/30/21	07/30/24	249,000.00
RBC	CD	CD Third Fed Svgs & Ln Assn	249,000.00	249,000.00	-	249,000.00	0.500%	0.500%	100.000	07/29/21	08/13/21	No	08/13/24	249,000.00
RBC	Treas	US Treasury Note	300,000.00	297,225.00	305.71	297,530.71	0.375%	0.718%	99.075	11/22/21	11/23/21	No	08/15/24	297,530.71
RBC	FFCB	FFCB	500,000.00	500,000.00	-	500,000.00	0.400%	0.420%	100.000	08/27/20	09/09/20	09/09/22	09/09/24	500,000.00
RBC	FHLB	FHLB	400,000.00	399,600.00	684.67	400,284.67	0.390%	0.423%	99.900	08/31/21	09/01/21	09/07/21	09/23/24	400,000.00
RBC	FHLB	FHLB	300,000.00	300,000.00	-	300,000.00	0.550%	0.550%	100.000	08/26/21	09/23/21	12/23/21	09/23/24	300,000.00
RBC	Treas	US Treasury Note	300,000.00	298,725.00	200.89	298,925.89	0.625%	0.774%	99.575	11/22/21	11/23/21	No	10/15/24	298,925.89
RBC	CD	Industrial and Commercial Bank	249,000.00	249,000.00	-	249,000.00	0.600%	0.600%	100.000	09/09/21	10/18/21	No	10/18/24	249,000.00
RBC	CD	Webbank UT US	245,000.00	245,000.00	-	245,000.00	0.750%	0.750%	100.000	11/09/21	11/29/21	02/28/22	11/29/24	245,000.00
RBC	FNMA	Fannie Mae	300,000.00	300,000.00	-	300,000.00	0.400%	0.400%	100.000	12/03/20	12/17/20	12/17/21	12/17/24	300,000.00
RBC	CD	CD Texas Exchange Bk Crowley	249,000.00	249,000.00	-	249,000.00	0.500%	0.500%	100.000	12/02/20	12/18/20	03/18/21	12/18/24	249,000.00
UBS	CD	CD Comenity Bank DE US	200,000.00	200,000.00	-	200,000.00	0.650%	0.650%	100.000	04/22/21	04/29/21	No	04/29/25	200,000.00
RBC	FFCB	FFCB	300,000.00	300,000.00	-	300,000.00	0.390%	0.390%	100.000	01/05/21	01/14/21	04/14/21	07/14/25	300,000.00
RBC	CD	CD State Bk India Chicago Ill	249,000.00	249,000.00	-	249,000.00	0.500%	0.498%	100.000	01/08/21	01/22/21	No	01/22/26	249,000.00
RBC	CD	BMO Harris Bk Natl Assn	249,000.00	249,000.00	-	249,000.00	0.550%	0.550%	100.000	01/26/21	02/18/21	05/18/21	02/18/26	249,000.00
RBC	CD	FHLB	335,000.00	335,000.00	-	335,000.00	0.800%	0.800%	100.000	02/25/21	03/16/21	06/16/21	03/16/26	335,000.00
UBS	CD	CD Sallie Mae	245,000.00	245,000.00	-	245,000.00	0.900%	0.900%	100.000	06/22/21	06/30/21	No	06/30/26	245,000.00
UBS	CD	CD Toyota Finl Svg Bk NV US	245,000.00	245,000.00	-	245,000.00	0.950%	0.950%	100.000	07/14/21	07/15/21	No	07/15/26	245,000.00
UBS	CD	CD Morgan Stanley Pvt Bk	248,000.00	248,000.00	-	248,000.00	0.500%	0.500%	100.000	09/01/21	09/20/21	09/20/22	09/20/26	248,000.00
RBC	FHLB	FHLB Tax BDS 2020B	300,000.00	299,250.00	145.83	299,395.83	0.500%	1.230%	99.750	11/04/21	11/05/21	12/30/21	09/30/26	299,395.83
														.80 through 3/23, .90 through 9/23, 1.0 through 3/24, 1.25 through 9/24, 1.5 through 3/25, 2.0 through
RBC	FFCB	FFCB	300,000.00	300,600.00	37.33	300,637.33	0.640%	0.606%	100.200	01/11/21	01/12/21	01/05/22	01/05/27	300,000.00
RBC	FFCB	FFCB	300,000.00	300,000.00	-	300,000.00	0.700%	0.700%	100.000	01/22/21	01/27/21	01/27/23	01/27/27	300,000.00
RBC	CD	CD JP Morgan Chase CO	246,000.00	246,000.00	-	246,000.00	0.750%	1.009%	100.000	11/24/20	11/30/20	05/30/21	05/30/28	246,000.00
														.75 through 5/30/25, 1.00 through 5/30/27, 2.25 through 5/30/28
UBS	CD	CD Celtic Bk	245,000.00	245,000.00	-	245,000.00	1.400%	1.400%	100.000	08/05/21	08/25/21	02/25/22	08/25/28	245,000.00
4M Fund		Open						Open	Open	100.000		Open		1,546,811.29
RBC Insured Cash Sweep		Open						Open	Open	100.000		Open		3,862.49
RBC Insured Cash Sweep Deposit in Transit														
UBS Money Market Fund		Open						Open	Open	100.000		Open		323,206.90
Market Value Adjustment														263,102.46
														<u>40,982,674.23</u>

LICENSE BUREAU PERFORMANCE INDICATORS

November 30, 2021

FEES AND TRANSACTION COUNTS

	MONTHLY				CUMULATIVE		
	<u>2021</u>	<u>2020</u>	<u>%</u>		<u>2021</u>	<u>2020</u>	<u>%</u>
FEES	\$53,646	\$26,832	99.9%		\$631,698	\$481,867	31.1%
TAB RENEWALS	1,759	662	165.7%		20,219	22,491	-10.1%
TITLE TRANSACTIONS	1,282	1,639	-21.8%		21,328	23,041	-7.4%
EVTR TRANSACTIONS	1,006	0	#DIV/0!		8,630	0	#DIV/0!
DEALERS	1,869	1,452	28.7%		22,723	16,882	34.6%
TOTAL MV	3,041	2,301	32.2%		7,378	45,532	-83.8%
D.L.	1,209	95	1172.6%		7,460	6,419	16.2%
DNR	143	160	-10.6%		4,281	4,007	6.8%
GAME & FISH	9	1	800.0%		232	54	329.6%
GRAND TOTAL	4,402	2,557	72.2%		19,351	56,012	-65.5%

*ADDED EVTR TRANSACTION TYPE - THESE WERE NOT INCLUDED IN OUR TITLE COUNTS
SAME FILING FEES AS OTHER TITLE TRANSACTIONS. BEGAN DECEMBER 2020

PERFORMANCE BY HOURS

	MONTHLY				CUMULATIVE		
	<u>2021</u>	<u>2020</u>	<u>%</u>		<u>2021</u>	<u>2020</u>	<u>%</u>
TOTAL EMPLOYEE HRS	1,210.04	1,113.18	8.7%		15,097.39	15,234.27	-0.9%
OVERTIME HOURS	0.84	0.00	#DIV/0!		16.61	70.00	-76.3%
TRANS PER HOUR*	3.64	2.30	58.2%		1.28	3.68	-65.2%

PASSPORTS PERFORMANCE INDICATORS

	MONTHLY				CUMULATIVE		
	<u>2021</u>	<u>2020</u>	<u>%</u>		<u>2021</u>	<u>2020</u>	<u>%</u>
APPLICATION #	0	0	#DIV/0!		0	420	-100.0%
APPLICATION \$	\$0	\$0	#DIV/0!		\$0	\$14,700	-100.0%
PHOTO #	0	0	#DIV/0!		0	429	-100.0%
PHOTO \$	\$0	\$0	#DIV/0!		\$0	\$6,435	-100.0%

CITY OF WHITE BEAR LAKE SUMMARY OF ZONING ACTIVITY

DECEMBER 2021

SIGN PERMITS	03
ZONING PERMITS	01
OTHER PERMITS	07
ZONING LETTERS ¹	00
ZONING CALLS ²	00
ADMINISTRATIVE VARIANCES	02
LAND USE CASES*	00
MISCELLANEOUS INQUIRIES	25
MEETINGS	04
SITE INSPECTIONS	00
ENFORCEMENT LETTERS	00
OTHER / MISC [^]	00
TOTAL	42

TOTAL FOR 2021

SIGN PERMITS	29
ZONING PERMITS	220
OTHER PERMITS	141
ZONING LETTERS ¹	15
ZONING CALLS ²	08
ADMINISTRATIVE VARIANCES	27
LAND USE CASES	41
MISCELLANEOUS INQUIRIES	688
MEETINGS	171
SITE INSPECTIONS	29
ENFORCEMENT LETTERS	02
OTHER / MISC	03
TOTAL	1,374

1. A zoning letter indicates that a commercial property is being sold or refinanced.
2. A zoning call indicates that a residential property is being sold or refinanced.

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CODE VIOLATIONS NOVEMBER 2021

Ward	1	2	3	4	5	Total
Refuse / Exterior Storage	3	2	1	1	2	9
Inoperable Vehicle(s)	1	1	0	0	0	2
Parking (including on grass)	1	2	0	0	1	4
Weeds	0	0	0	0	0	0
Miscellaneous	3	7	2	0	3	15
Structure Maintenance	0	1	0	0	0	1
Complaints	7	8	3	1	5	24
Proactive / City Initiated	1	5	0	0	1	7

Ward	1	2	3	4	5	Total
# of Cases Open	7	7	0	1	2	17
# of Cases Closed	1	6	3	0	4	14

Ward	1	2	3	4	5	Total
County Citations						0